



**BHARAT KRISHI NIRYAT YOJANA
FOR THE 16TH FINANCE COMMISSION CYCLE
(2026-27 TO 2030-31)**

OPERATIONAL GUIDELINES

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Operational Guidelines for Bharat Krishi Niryat Yojana for the 16th Finance Commission Cycle (2026-27 To 2030-31)

1. ABOUT APEDA

The Agricultural and Processed food Products Export Development Authority (APEDA) was established by the Government of India under the Agricultural and Processed food Products Export Development Authority Act, 1985. The primary objective of APEDA is to undertake the development and promotion of export of its Scheduled products.

APEDA's functions are laid down under Section 10(2) of the APEDA Act, which include development of industries relating to its Scheduled products for export by way of providing financial assistance or otherwise for undertaking surveys and feasibility studies and participation in the equity capital through joint ventures and other reliefs and subsidy schemes. APEDA undertakes registration of exporters of its Scheduled products on payment of prescribed fees and also fixing of standards and specifications for its Scheduled products for the purposes of exports, undertakes inspection of meat and meat products in any slaughterhouse, processing, plant, storage premises, conveyances or other places where such products are kept or handled for the purpose of ensuring the quality of such products.

The mandate of APEDA as contained under Section 10(2) of the Act is the export promotion of its scheduled products which number **802 products** (at HSN 8-digit level) comprising the entire spectrum of agriculture exports from fresh agricultural products, animal-based products and processed food products.

APEDA has also been entrusted with the task of registration and protection of the Intellectual Property rights in respect of 'Special Products' in India or Outside India. 'Basmati Rice is the Special Product', in the Second Schedule to the APEDA Act.

In recent years, India has worked steadily to expand its presence in international agricultural markets. India ranks **7th largest agricultural exporter globally**, with agri-exports increasing from **USD 36.27 billion in 2020 to USD 50.70¹ billion in 2024²**, registering a robust CAGR of 8.74 %.

Agricultural exports now account for nearly 12 percent of the country's total merchandise exports, amounting to **USD 51.91 billion in FY25**, compared to **USD 437.70 billion³** of total merchandise exports. Within this, APEDA-scheduled products accounted for USD 28.59 billion, highlighting their significant role in the agri-export basket. In the period between 2023-24 to 2024-25, while overall merchandise exports grew marginally by 0.14 %, agricultural exports recorded an impressive growth of 6.47 % with exports of APEDA Scheduled products grew at 11.39% during the same period.

APEDA also functions as the Secretariat for the National Programme for Organic Production (NPOP), which stands at the core of India's organic growth story. Implemented by the Department of Commerce, Ministry of Commerce and Industry, Government of India, it serves as a cornerstone in building a robust and credible certification framework for organic agriculture. The NPOP plays a vital role in shaping India's organic ecosystem by defining **standards and criteria for organic production**, establishing **procedures for accrediting certification bodies**, and setting **inspection and certification mechanisms for operators**. It also includes provisions for **grower group certification for small holder farmers** and governs the use of the '**India Organic**' logo.

APEDA has also taken a lead in promoting the exports of GI Agricultural products. As of July 2025, 272 agricultural and processed food products are registered as GIs. Out of these, **248 GI products are under the purview of APEDA**. A total of 83 GI Agricultural Products & Processed Foods have been exported till date, with the **assistance of APEDA**. Product wise action plans have been formulated to undertake the exports of the GI products yet to be exported, so that the GI holders benefit from the premium derived from the GI tag in the international market.

1 ITC Trade Map (Chapter – 1 to 24)

2 Calendar year

3 DGCIS

APEDA primarily undertakes the export promotion of its Scheduled products through its Financial Assistance Scheme, now renamed as the Bharat Krishi Niryat Yojana for the 16th Finance Commission Period (2026-27 to 2030-31) India. Further, as stated earlier, the APEDA Financial Assistance scheme also supports the NPOP regulatory system, which is the backbone of India's organic ecosystem and also undertakes the export promotion of organic products, which were valued at US\$ 635.10 Million in 2025-26⁴.

2. SCHEME COMPONENTS

APEDA through its Financial Assistance Scheme supports the stakeholders in the agricultural export ecosystem, such as, exporters, FPOs, manufacturers of food products, traders, merchant exporters, State governments, food testing laboratories, etc. in developing and expanding the export value chain so as to expand the exports of agricultural and processed food products from India.

Assistance under the scheme is being extended to the stakeholders in three broad heads:

1. **Export infrastructure development** – this component supports the development of infrastructure for agricultural exports such as Integrated pack house and their upgradation, pre-cooling units, refrigerated transport, pre-shipment treatment facilities, Common Infrastructure facilities and their upgradation, and infrastructure for processing facilities for addressing missing gaps for meeting stringent and specific requirements of importing countries.
2. **Quality Development** – this component supports the compliance to quality requirements of importing countries for agriculture exports which includes assistance for establishment of food quality and safety management systems, assistance to National Referral Laboratory (NRL), upgradation of commercial labs and in-house labs, standardization, harmonization with international standards, set up of quality packaging lines, reimbursement of testing charges for the products under the traceability systems, product and technology development, etc.
3. **Market development** – this component helps exporters achieve market access in new markets and help sustain their presence in the existing markets. It covers structured marketing strategies such as participation in trade fairs, trade delegations, reverse buyer seller meets, assistance for trial shipments, feasibility studies, market intelligence, registration of brands and IPR, development of packaging standards, assistance for listing/ shelf space/ slotting fees in international retail chains, assistance for marketing and branding of GI products etc.

Details of the components are as follows:

i) Development of Export Infrastructure

Cold chain infrastructure network is vital for preserving the quality and extending the shelf life of perishable agricultural products in India. India is the second largest producer of fruits and vegetables in the world with production in FY 2024-25 being **117.65⁵ million metric tonnes (MMT) for fruits and 217.80 million metric tonnes (MMT) for vegetables**. Despite a strong production base, India's share in global horticulture exports remain modest at about 3 percent by value.

As per a study by NABCONS and MoFPI, it is estimated that post-harvest losses of 7.36 MMT⁶ (~ 6.02 - 15.05%) and 11.97 MMT (~4.87 - 11.61%) in case of fruits and vegetables respectively.

Approx. 68%⁷ of existing cold storage space is suitable primarily for potatoes, while the rest is available for remaining fruits & vegetables, dairy products, meat products, and marine products, etc. Thus, India's cold storage ecosystem is not adequate with respect to the needs. Only 38%⁸ of these storage facilities can handle multiple commodities.

India's refrigerated logistics chain is also underdeveloped, about 11,000⁹ reefer vans were deployed by 2020, whereas the requirement was 70,035, showing a conspicuous shortfall of 84%.

4 APEDA, Organic Certification Data under TRACENET

5 <https://agriwelfare.gov.in/en/StatHortEst>

6 <https://www.mofpi.gov.in/sites/default/files/572.pdf>

7 https://sintef.brage.unit.no/sintef-xmlui/bitstream/handle/11250/3121822/Gupta2023rta_AAM.pdf

8 https://sintef.brage.unit.no/sintef-xmlui/bitstream/handle/11250/3121822/Gupta2023rta_AAM.pdf

9 'Assessment of Cold Chain Market in India', published in 2023 by the Efficiency for Access Coalition

While there are schemes of various Ministries and departments of Government of India addressing these gaps, but their focus remains on stabilising production and processing of certain key commodities such as potatoes, onions, etc. The gap clearly indicates the need for dedicated and tailor-made interventions for boosting India's key agri-export commodities.

To achieve this, the scheme under this head aided stakeholders in setting up post-harvest handling facilities and Cold chain facilities. These include assistance for Infrastructure development such as state-of-the-art pack house facilities with packing/grading lines, pre-cooling units with cold storages, refrigerated transportation, pre-shipment treatment facilities such as irradiation, Vapour Heat Treatment (VHT), Hot Water Dip Treatment (HWDT) for compliance to Phyto-Sanitary requirements of importing countries, Common Infrastructure facilities and their upgradation, reefer vans for connecting the production and collection points, Infrastructure for processing facilities (processed food sector) for addressing missing gaps which may include equipment like x-ray, screening, Sortex, filth / metal detector, sensors, and vibrators or any new equipment or technology for ensuring food safety and quality requirements.

ii) Quality Development

Maintaining high quality and adhering to international standards and certifications is crucial for gaining market access, retaining market share and build the confidence with buyers.

Export compliance is determined not only by the regulations of the importing country such as limits on residues, contaminants, fumigants, microbiological parameters, labelling, and documentation but also by product specification set by individual buyers. In many cases, buyers demand for compliance with private standards in addition to those mandated by the competent authorities of the importing countries, making compliance an essential aspect of successful market penetration.

Many importing countries also enforce stringent Maximum Residue Levels (MRLs), necessitating the use of high-precision equipment by food testing laboratories to ensure conformity.

To support exporters in meeting these diverse and often demanding requirements of the importing countries, the quality development component aids with the establishment of food safety, hygiene and quality management systems, installation of high-end equipment for testing, and handheld devices for capturing farm-level coordinates for traceability systems. It also covers reimbursement of testing charges for export shipments for ensuring compliance with international standards. Since compliance to the sustainability standards has become the need of the hour to increase global competitiveness and fetch premium prices, the component covers assistance to the exporters for certification of these standards.

To strengthen capabilities across the value chain, APEDA through its Quality development initiative has substantially expanded its training and capacity-building programmes. Workshops for farmers, FPOs, exporters, and supply-chain stakeholders are being conducted in partnership with State Governments, ICAR, KVKs, agri-universities, NIFTEM, and CFTRI.

iii) Market Development

India has emerged as a steadily advancing participant in the global agricultural export market. The European Union leads with a 36.13% share in 2024, followed by the United States at 8.16% and other major exporters such as Brazil, China and Canada, Australia, Indonesia and Mexico. India's presence continues to strengthen through consistent growth across both traditional and value-added product segments. India's position in the global agricultural export market is notable, ranking 7th (considering all EU countries together, else 13th) with a 2.33% share of world agricultural exports in 2024.

Within this overall growth trajectory, APEDA's share of India's agricultural exports has also strengthened markedly. As per the trade data of 2024-25, the total agriculture exports were USD 51.9 billion out of which the exports of APEDA scheduled products were USD 28.6 billion (55% of total agricultural exports).

Top Agricultural Exporting Countries: Annual Rankings (Source: ITC Trade Map Chapter 1-24)

Rank	2020	2021	2022	2023	2024
1	European Union	European Union	European Union	European Union	European Union
2	United States of America	United States of America	United States of America	United States of America	United States of America
3	Brazil	Brazil	Brazil	Brazil	Brazil

Rank	2020	2021	2022	2023	2024
4	China	China	China	China	China
5	Canada	Canada	Canada	Canada	Canada
6	Mexico	Indonesia	Indonesia	Mexico	Mexico
7	Indonesia	Argentina	India	India	India
8	Argentina	India	Mexico	Indonesia	Indonesia
9	India	Mexico	Argentina	Australia	Thailand
10	Thailand	Australia	Australia	Thailand	Australia

However, a crucial point of comparison is that India competes primarily with high-income, developed economies whose agricultural sectors are structurally far stronger. These countries have farmers with larger landholdings, have access to advance technologies, have higher productivity, and more mechanised operating conditions. Further, their export success is reinforced by specialised and well-funded trade promotion bodies. Examples include the **USDA's Market Access Fund** (USD 200 million annually) and its State Regional Trade Groups that reimburse 50% of eligible SME expenses, Korea's **KOTRA** for trade and investment promotion, Australia's **AUSTRADE** that supports businesses with global export opportunities, and **China's FNA**, which subsidises exhibitors in global food events by up to 70%. These institutional mechanisms give exporters in developed economies a clear competitive edge that Indian exporters especially smaller and medium processors do not generally possess.

In contrast, India's agriculture sector contributed 16%¹⁰ to national GDP in FY 2025 and employed about 46.1%¹⁰ of the workforce. It is **labour-intensive, fragmented, and dominated by MSMEs**, many of whom lack the resources and expertise needed to navigate global markets. Entering international value chains requires structured marketing, compliance with evolving standards, strong branding, consistent packaging, market intelligence, and sustained participation in trade events areas where processors often need handholding.

The market development component under scheme addresses this need by helping exporters access new markets and strengthen their presence in existing ones. It supports structured marketing strategies, provides market intelligence for informed decision-making, facilitates international exposure, builds skills and capacities, and promotes high-quality packaging. Assistance under this component includes participation in international trade fairs, exchange of trade delegations, organising buyer-seller meets, and development or upgradation of packaging standards, facilitating trial shipments, development of sea protocols for export of perishables is all undertaken through this scheme component. This is a very critical and one-of-a-kind initiative by APEDA, which does not have any parallel in any other schemes of other Ministries and Departments of Government of India.

¹⁰ Economic Survey 2024-25

3. Component Wise Guidelines for the Bharat Krishi Niryat Yojana 2026-27 to 2030-31

I - Development of Export Infrastructure

Assistance is available for creation of capital assets; integrated pack-house, cold store, pre-cooling units, purchase of insulated refrigerated transport vehicles, mobile pre-cooling unit, single or multi-product food processing facilities, etc.

1	Assistance for the establishment of processing and supply chain infrastructure Beneficiaries: APEDA registered Exporters are eligible to apply for assistance under 1(a)-(d) Central, State government institutions and public sector enterprises are eligible to apply for assistance under 1(e) and (f)		
	Subcomponent	Scope	Pattern of Assistance
a	Integrated Pack House and processing facilities for addressing missing gaps Facilities include equipment for collection, cleaning, washing, sorting/ grading, pre- cooling, packing, cold storage, Hand held Near-infrared Spectroscopy (NIR) instrument (on pre-harvesting quality evaluation of Mango Fruits), Hot water dip treatment etc. and processing facilities for addressing missing gaps.	Improve compliance of Phyto-Sanitary requirements.	Assistance up to 75% for exporters belonging to North-Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir subject to a ceiling of Rs 250 Lakhs . Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries, and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs 250 Lakhs . For projects situated in other States or other class of beneficiaries, not specifically mentioned above, assistance up to 40% subject to a ceiling of Rs 250 lakhs.
b	Upgradation or expansion of facilities mentioned at (a) only	Up-gradation and modernisation of existing facilities to enhance the quality, productivity and efficiency	Assistance up to 75% for exporters belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir, with a ceiling of Rs.200 Lakhs. Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs 200 lakhs. For projects situated in other States or other class of beneficiaries, not specifically mentioned above, assistance up to 40% subject to a ceiling of Rs 200 lakhs.
c	Purchase of insulated, reefer transport /mobile pre-cooling units including special vehicle for livestock carriers	Cold Chain Strengthening	Assistance up to 75% for exporters belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir, with a ceiling of Rs.200 Lakhs. Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs 200 lakhs. For projects situated in other States or other class of beneficiaries, not specifically mentioned above, assistance up to 40% subject to a ceiling of Rs 200 lakhs.

d	Food processing facilities for addressing missing gaps required for enhancing productivity/ efficiency or quality for value added products which may include facilities like Xray, Screening equipment, Sortex, IQF, cooking/blanching line, filth / metal detector, sensors, vibrators or any new technology or equipment for food safety and quality requirements.	Enhancing productivity, efficiency, and quality for value added products.	Assistance up to 75% for exporters belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir, with a ceiling of Rs.200 Lakhs. Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs 200 lakhs. For projects situated in other States or other class of beneficiaries, not specifically mentioned above, assistance up to 40% subject to a ceiling of Rs 200 lakhs.
Note: Maximum assistance that can be provided to each beneficiary for all the activities mentioned at 1 (a) to (d) above shall not exceed Rs. 300 lakhs per plan period			
e	Common Infrastructure facilities such as Integrated Pack houses, Processing Units, Laboratories etc. To be set up by Central and State government institutions	Facilitate cluster development, improve productivity and farmers income	The assistance will be up to 90% of the approved cost subject to a ceiling of Rs. 600 lakhs, this component restricted to Northeastern Region (NER), Ladakh, Jammu and Kashmir, Andaman and Nicobar and Lakshadweep.
f	Upgradation of facilities mentioned in (e)	Up-gradation and modernization of existing facilities to facilitate cluster development, improve productivity and farmers income	The assistance will be up to 90% of the approved cost subject to a ceiling of Rs. 200 lakhs, this component restricted to Northeastern Region (NER), Ladakh, Jammu and Kashmir, Andaman and Nicobar and Lakshadweep.

SPECIFIC REQUIREMENTS AND CONDITIONS FOR INFRASTRUCTURE DEVELOPMENT COMPONENT

The applicant shall ensure compliance of the following specific requirements relevant to the sub-components under Development of Export Infrastructure:

1 (a) Integrated Pack House and processing facilities for addressing missing gaps

Facilities include equipment for collection, cleaning, washing, sorting/ grading, pre- cooling, packing, cold storage, Hand held Near-infrared Spectroscopy (NIR) instrument (on post-harvest quality evaluation of Fruits), Hot water dip treatment, Vapour Heat Treatment (VHT) etc. and processing facilities for addressing missing gaps.

Pattern of Assistance

- i. **Assistance up to 75%, subject to a ceiling of Rs. 250 lakhs, for:**
 - a. APEDA RCMC holders belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir.
 - b. APEDA RCMC holders of the following categories: Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups.
- ii. For projects situated in other States or for other categories of beneficiaries not specifically mentioned above, **assistance up to 40%** subject to a ceiling of Rs 250 lakhs.
- iii. The financial assistance towards the technical civil work component of the project shall be limited to a maximum of 25% of the total eligible financial assistance of that application.

Conditions and Requirements

- i. Applications for only new projects will be considered under this sub-component.
- ii. Applications related to Infrastructure for cleaning, washing, sorting/grading shall be eligible only for:
 - a. Fresh fruits and vegetables
 - b. Floriculture and floriculture products
 - c. Fruits and vegetables seeds.
- iii. Beneficiary should possess land in its name. In case the land is on lease, the registered lease should be valid for 15 years at the time of application. A CLU (Change of land use) certificate wherever applicable should be provided along with land document. Where the land is held in the name of an entity other than the applicant (such as a partner or director), a No Objection Certificate (NoC) from the landholding entity permitting its use by the applicant shall be submitted.
- iv. The proposals for Pack houses shall minimally to be based on National Council for Cold Chain Development (NCCD)/ Mission for Integrated Development of Horticulture (MIDH) norms for cold chain technical standards. Further, the requirements of importing countries have to be complied with, as per directions from APEDA from time to time.
- v. Any other condition as per Para 4 -General Requirements and Conditions (across all components)

1 (b) Upgradation or expansion of facilities mentioned at (a) only

This sub-component is to upgrade and modernise existing facilities to enhance the quality, productivity and efficiency.

Pattern of Assistance

- i. **Assistance up to 75%, subject to a ceiling of Rs. 200 lakhs, for:**
 - a. APEDA RCMC holders belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir.
 - b. APEDA RCMC holders of the following categories: Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups.
- ii. For projects situated in other States or other class of beneficiaries, not specifically mentioned above, **assistance up to 40%** subject to a ceiling of Rs 200 lakhs.

Conditions and Requirements

- i. Component restricted to the up-gradation of facilities will include the up-gradation of machineries/ automation of existing facilities as mentioned at 1 (a) only.
- ii. Beneficiary should possess land in its name. In case the land is on lease, the registered lease should be valid for 15 years at the time of application. A CLU (Change of land use) certificate wherever applicable should be provided along with land document. Where the land is held in the name of an entity other than the applicant (such as a partner or director), a No Objection Certificate (NoC) from the landholding entity permitting its use by the applicant shall be submitted.
- iii. The proposals for Pack houses shall minimally to be based on National Council for Cold Chain Development (NCCD)/ Mission for Integrated Development of Horticulture (MIDH) norms for cold chain technical standards. Further, the requirements of importing countries have to be complied with, as per directions from APEDA from time to time.
- iv. Any other requirement as per Para 4 -General Requirements and Conditions (across all components)

1 (c) Purchase of insulated, reefer transport / mobile pre-cooling units including special vehicle for livestock carriers

This component is for the purchase of insulated and refrigerated transport vehicles, mobile pre-cooling units, and specialised livestock carriers to ensure temperature-controlled and hygienic movement of perishable agricultural and animal products. The intervention aims to minimise post-harvest losses, preserve product quality and safety during transit, and strengthen cold-chain and livestock logistics, particularly from farm-gate to markets, processing units, and export hubs. The component will enhance productivity, efficiency, improve compliance with sanitary and phytosanitary norms.

Pattern of Assistance

- i. Assistance up to 75%, subject to a ceiling of Rs. 200 lakhs, for:
 - c. APEDA RCMC holders belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir.
 - d. APEDA RCMC holders of the following categories: Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups.
- ii. For projects situated in other States or other class of beneficiaries, not specifically mentioned above, **assistance up to 40%** subject to a ceiling of Rs 200 lakhs.

Conditions and Requirements

- i. The quotation should be on letter head of Original Equipment Manufacturer (OEM) or their authorized distributor/dealer of the equipment, duly signed or digitally signed with validity and other terms and conditions for the following:
 - Chassis with make and model
 - Container with make and model
 - Refrigeration system with make and model
- ii. For merchant exporters **maximum 2 vehicles** for the entire plan period will be allowed.
- iii. For manufacturer exporters the **maximum limit will be 5 vehicles** for the entire plan period.
- iv. Payment for smaller units shall be done on pro-rata calculations based upon applicable MIDH norms.
- v. Any other requirement as per Para 4 -General Requirements and Conditions (across all components)

1(d) Food processing facilities for addressing missing gaps

This sub-component restricted to addressing missing gaps in food processing facilities for enhancing productivity, efficiency, and quality for value added products. This may include facilities like X-ray, Screening equipment, Sortex, IQF, cooking/blanching line, filth / metal detector, sensors, vibrators or any new technology or equipment for food safety and quality requirements.

Pattern of Assistance

i. Assistance up to 75%, subject to a ceiling of Rs. 200 lakhs, for:

- a. APEDA RCMC holders belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir.
 - b. APEDA RCMC holders of the following categories: Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups.
- ii. For projects situated in other States or other class of beneficiaries, not specifically mentioned above, **assistance up to 40%** subject to a ceiling of Rs 200 lakhs.

Conditions and Requirements

- i. Missing gaps shall include plant & machinery/ equipment which are required for up-gradation and modernisation of existing facilities of exporters to enhance the competitiveness and are not an integral part of the production/ processing line. This shall primarily include the equipment required for enhancement of quality/ productivity/ production efficiency of the product.
- ii. The applicant must have the food processing line already established; however, the processing facilities operating through manual process and require to be mechanised through setting up of modern equipment shall also be considered.
- iii. The applicant must have Food Safety Management System in place such as HACCP/ ISO 22000 certification granted by a certification body accredited by an accreditation body who is a member of International Accreditation Forum (IAF).
- iv. Food processing line shall cover only equipment and machinery.
- v. Any other condition as per Para 4 -General Requirements and Conditions (across all components)

1 (e) Common infrastructure facilities

The Common infrastructure facilities shall include the facilities to be created through State/ Central institutions. This subcomponent shall only be applicable to Northeastern Region (NER), Ladakh, Jammu and Kashmir, Andaman and Nicobar and Lakshadweep.

Pattern of Assistance

- i. The assistance will be up to 90% of the approved cost subject to a ceiling of Rs. 600 lakhs, **this component restricted to Northeastern Region (NER), Ladakh, Jammu and Kashmir, Andaman and Nicobar and Lakshadweep.**

Conditions and Requirements

Following documents are required to be submitted, duly signed by the Competent Authority/ authorized signatory [When original documents are in regional language, they should be accompanied by self-certified English/ Hindi translation]: -

- i. Documents such as Detailed Project Report (DPR), Chartered Engineer Certificate etc. in the format given at Annexure – I.
- ii. A detailed appraisal notes, specific to the scheme, from the lending Bank/Financial Institution, if applicable.
- iii. Certificate of incorporation/ registration of the applicant, Memorandum and Articles of Association in case of Company/ Bye laws of the applicant etc.
- iv. Annual reports and Audited Financial Statement of Accounts of the applicant for the last two years.
- v. Self-attested English/ Hindi version of main facility land documents in support of land title in the name of the applicant or land lease, duly registered with the competent authority for minimum remaining period of 15 years.
- vi. Change in Land Use (CLU) permission for the project for the main facility land from the competent authority, if applicable.

- vii. Free hold land/ equitable mortgage free from all incumbencies and in possession of applicant is pre-requisite for consideration of assistance. In case any dispute for land at any stage, which results into change in the land status, during execution of the project or thereafter, APEDA shall recover all assistance amount along with interest (as per prevailing GFR norms) and penalty without assigning any reason thereof.
- viii. The applicant has to submit copies of necessary permissions from Central, State and other statutory bodies for setting up of the facility/ project.
- ix. Copy of term loan sanctioned from the bank/ financial institution for this project, if applicable, should be attached.
- x. Drawing/layout diagram of the project duly approved by Chartered Engineer.
- xi. In case applicant/beneficiary is availing loan from any bank/ financial institution, a detailed appraisal notes from the bank/ financial institution specific to the proposal should be submitted. Detailed Project Report / Techno Economic Viability Report merely stamped or endorsed by the Bank/ FI without detailed appraisal note shall not be considered as valid appraisal note and such proposals will not be considered for financial assistance.
- xii. In case applicant/ beneficiary is not availing loan from any bank/ financial institution, a detailed appraisal notes with justification and feasibility of the proposed project, endorsed by the Competent Authority of the applicant organization should be attached.
- xiii. Applicants who have availed or in the process of availing grant from any other agency shall have to intimate APEDA at the time of submission of DPR regarding it and in case grant has been availed for the same component(s) from any other Govt. agency, the applicant shall not be eligible for financial assistance from APEDA for the same component(s).
- xiv. APEDA shall charge processing fee (as approved by DoC) on eligible amount @ 5% + GST (non-refundable under any circumstances) thereon. The processing fee shall be deducted at the time of release of funds to the applicant. The processing fee deducted by APEDA shall form part of project cost.
- xv. In case, at any stage, any project cannot take off due to any technical or financial reason the beneficiary shall be liable to repay whole assistance amount (including processing fee), interest (as per prevailing GFR norms) and penalty as per MoU.
- xvi. The grant released shall be kept in a separate Bank account opened exclusively for the proposed project. A copy of the bank account to be submitted.
- xvii. The grant-in-aid will be released in three instalments of 40%, 40% and 20% as per following schedule:
- a) **1st instalment of 40%** of the approved grant under the scheme will be released after receipt of valid bank guarantee of 50% of the assistance amount valid for the entire duration of the project plus 12 months.
 - b) **2nd instalment of 40%** of the approved grant under the scheme will be released after proof of expenditure including applicant's share of contribution towards the project. Applicant must furnish
 - Utilization of first instalment of grant released by APEDA ([Appendix 4](#)),
 - Expenditure statement of applicant's share of contribution towards project
 - CA certificate along with all the bills and bank statement ([Appendix 5](#))
 - Report of physical inspection conducted by APEDA recommending release of next tranche of payment.
 - Any other document specified by APEDA.
 - c) **Final instalment of 20%** of the approved grant under the scheme will be released on commissioning of the project along with signing of O&M contract with the end users along with following documents.
 - Utilization of second instalment of grant released ([Appendix 4](#)),

- CA certificate along with all the bills and bank statement (Appendix 5)
- Report of physical inspection conducted by APEDA recommending release of final tranche of payment
- In case the facility is a Laboratory, accreditation as per ISO 17025 shall be obtained from NABL and submitted at the time of seeking release of final instalment.
- Any other document specified by APEDA.

Implementation Schedule and Penalty:

- The implementation schedule for the project would be as per the duration fixed in the MoU. The implementation period shall not be extended without prior approval of the Competent Authority of APEDA.
- In case of non-implementation or deviation of the project as per the IPA/MoU, APEDA may cancel the approval granted for the project and the beneficiary shall be liable to refund the entire amount (including processing fee) with interest as per prevailing GFR norms to APEDA from the date of release of assistance. The Bank guarantee in possession of APEDA will be forfeited.
- APEDA may seek any clarification and/ or any document/ information at any stage of the project.
- If at any point of time, it comes to the notice of APEDA that the grant has been availed by manipulation/ concealment of information/ facts, the same shall be withdrawn immediately and the amount, if any, released shall be refunded along with interest as per prevailing GFR norms.
- The assets created wholly or substantially out of the Government Grant shall not be disposed of or encumbered or utilized for purposes other than those for which the grant has been sanctioned, without obtaining the prior approval of APEDA. In case of non- compliance of this condition, the applicant will be liable to refund the grant with interest as per prevailing GFR norms along with applicable penalty as per MOU. In case of the failure of the applicant to refund the grant- in-aid amount with interest, the due amount shall be recovered as an arrear of land revenue as per the relevant law in force.

1 (f). Upgradation or expansion of facilities mentioned at (e) only

Up-gradation of facilities will include the up-gradation of machineries/ automation of existing facilities as mentioned at (e).

Pattern of Assistance

- The assistance will be up to 90% of the approved cost subject to a ceiling of Rs. 200 lakhs, **this component is restricted to the Northeastern Region (NER), Ladakh, Jammu and Kashmir, Andaman and Nicobar and Lakshadweep.**

Conditions and Requirements

Following documents are required to be submitted, duly signed by the Competent Authority/ authorized signatory [When original documents are in regional language, they should be accompanied by self-certified English/ Hindi translation]: -

- Documents such as Detailed Project Report (DPR), Chartered Engineer Certificate etc. in the format given at Annexure-I.
- A detailed appraisal notes, specific to the scheme, from the lending Bank/Financial Institution, if applicable.
- Certificate of incorporation/ registration of the applicant, Memorandum and Articles of Association in case of Company/ Bye laws of the applicant etc.
- Annual reports and Audited Financial Statement of Accounts of the applicant for the last two years.
- Self-attested English/ Hindi version of main facility land documents in support of land title in the name of the applicant or land lease, duly registered with the competent authority for minimum remaining period of 15 years.
- Change in Land Use (CLU) permission for the project for the main facility land from the competent authority, if applicable.

- vii. Free hold land/ equitable mortgage free from all incumbencies and in possession of applicant is pre-requisite for consideration of assistance. In case any dispute for land at any stage, which results into change in the land status, during execution of the project or thereafter, APEDA shall recover all assistance amount along with interest (as per prevailing GFR norms) and penalty without assigning any reason thereof.
- viii. The applicant has to submit copies of necessary permissions from Central, State and other statutory bodies for upgradation of the facility/ project.
- ix. Copy of term loan sanctioned from the bank/ financial institution for this project, if applicable, should be attached.
- x. Upgradation plan including any drawing/layout diagram, if applicable, of the project duly approved by Chartered Engineer.
- xi. In case applicant/beneficiary is availing loan from any bank/ financial institution, a detailed appraisal notes from the bank/ financial institution specific to the proposal should be submitted. Detailed Project Report / Techno Economic Viability Report merely stamped or endorsed by the Bank/ FI without detailed appraisal note shall not be considered as valid appraisal note and such proposals will not be considered for financial assistance.
- xii. In case applicant/ beneficiary is not availing loan from any bank/ financial institution, a detailed appraisal notes with justification and feasibility of the proposed project, endorsed by the Competent Authority of the applicant organization should be attached.
- xiii. Applicants who have availed or in the process of availing grant from any other agency shall have to intimate APEDA at the time of submission of DPR regarding it and in case grant has been availed for the same component(s) from any other Govt. agency, the applicant shall not be eligible for financial assistance from APEDA for the same component(s).
- xiv. APEDA shall charge processing fee (as approved by DoC) on eligible amount @ 5% + GST (non-refundable under any circumstances) thereon. The processing fee shall be deducted at the time of release of funds to the applicant. The processing fee deducted by APEDA shall form part of project cost.
- xv. In case, at any stage, any project cannot take off due to any technical or financial reason the beneficiary shall be liable to repay whole assistance amount (including processing fee), interest (as per prevailing GFR norms) and penalty as per MoU.
- xvi. The grant released shall be kept in a separate Bank account opened exclusively for the proposed project. A copy of the bank account to be submitted.
- xvii. The grant-in-aid will be released in three instalments of 40%, 40% and 20% as per following schedule:
 - a) **1st instalment of 40%** of the approved grant under the scheme will be released after receipt of valid bank guarantee of 50% of the assistance amount valid for the entire duration of the project plus 12 months.
 - b) **2nd instalment of 40%** of the approved grant under the scheme will be released after proof of expenditure including applicant's share of contribution towards the project. Applicant must furnish
 - Utilization of first instalment of grant released by APEDA ([Appendix 4](#)),
 - Expenditure statement of applicant's share of contribution towards project
 - CA certificate along with all the bills and bank statement ([Appendix 5](#))
 - Report of physical inspection conducted by APEDA recommending release of next tranche of payment.
 - Any other document specified by APEDA.
 - c) **Final instalment of 20%** of the approved grant under the scheme will be released on commissioning of the project along with signing of O&M contract with the end users along with following documents.
 - Utilization of second instalment of grant released ([Appendix 4](#)),
 - CA certificate along with all the bills and bank statement ([Appendix 5](#))

- Report of physical inspection conducted by APEDA recommending release of final tranche of payment
- Any other document specified by APEDA.

Implementation Schedule and Penalty:

- i. The implementation schedule for the project would be as per the duration fixed in the MoU. The implementation period shall not be extended without prior approval of the Competent Authority of APEDA.
- ii. In case of non-implementation or deviation of the project as per the IPA/MoU, APEDA may cancel the approval granted for the project and the beneficiary shall be liable to refund the entire amount (including processing fee) with interest as per prevailing GFR norms to APEDA from the date of release of assistance. The Bank guarantee in possession of APEDA will be forfeited.
- iii. APEDA may seek any clarification and/ or any document/ information at any stage of the project.
- iv. If at any point of time, it comes to the notice of APEDA that the grant has been availed by manipulation/ concealment of information/ facts, the same shall be withdrawn immediately and the amount, if any, released shall be refunded along with interest as per prevailing GFR norms.
- v. The assets created wholly or substantially out of the Government Grant shall not be disposed of or encumbered or utilized for purposes other than those for which the grant has been sanctioned, without obtaining the prior approval of APEDA. In case of non- compliance of this condition, the applicant will be liable to refund the grant with interest as per prevailing GFR norms along with applicable penalty as per MOU. In case of the failure of the applicant to refund the grant- in-aid amount with interest, the due amount shall be recovered as an arrear of land revenue as per the relevant law in force.

II – Quality Development

2	Implementation and certification of quality, sustainability and food safety management systems, standardization, harmonization with international standards for adoption of global standards, set up of packaging line that shall improve quality/ shelf life of product Beneficiaries: APEDA registered exporters and organic operators are eligible to apply for assistance under 2(a) and 2(c)		
	Sub-component	Scope	Pattern of Assistance
a	Implementation and Certification of quality, sustainability and Food Safety Management Systems for all APEDA scheduled and organic products.	Adherence to Food safety compliance	The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 5 lakh per certification. The assistance will also be applicable for renewal of certifications
b	Standardization, Harmonization with international standards for adoption of International Standards including special cases such as control of fruit fly and/or any other case as per the requirements of international market.	Harmonization with International standards including payment of fee to international auditors / inspectors.	100% for APEDA
c	Set up of packaging line that shall improve the quality/ shelf life of the product. This includes controlled atmosphere packaging (CAP), modified atmosphere packaging (MAP), active packaging (oxygen scavengers, carbon dioxide absorbers & emitters, ethylene absorbers, humidity absorbers, antimicrobial preservative releasers, etc.), antimicrobial agents and packaging systems, etc.	To improve the quality and shelf life of products	a) The assistance will be up to 40% of the cost of equipment subject to a ceiling of Rs. 10 lakh per beneficiary. b) Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance up to 75% subject to a ceiling of Rs. Rs. 10 lakh per beneficiary.
3	Strengthening of technical and managerial skills Beneficiaries: For 3(a)-APEDA registered exporters, listed laboratories, Certification Bodies accredited under National Program for Organic Production (NPOP), State Agencies, etc. are eligible to apply For 3 (c)- Organizations such as recognized trade bodies, Chambers of Commerce, Government agencies etc. are eligible to apply		
	Sub-component	Scope	Pattern of Assistance
a	Training and Study Tours in India and abroad	Capacity building, development of stakeholder, adoption of best practices	a) The assistance will be up to 50% of the travel cost and training fee subject to maximum of Rs. 3 lakh per participant per year. Will be restricted to one participant per organization. b) Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs. 3 lakh per participant per year. Will be restricted to one participant per organization. c) 100% in case of APEDA.
b	Seminars/workshops/outreach programs etc. organized/sponsored/assisted by APEDA including preparation of manuals, brochures, guidelines etc., wherever required	Stakeholders' awareness	a) The assistance will be up to Rs. 5 lakhs. b) Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs. 5 lakhs. c) 100% in case of APEDA
c	Delegation visits, meetings, roadshows etc.	Stakeholders' awareness	100% for APEDA

	Sub-component dedicated to delegation visits, meetings, roadshows, promotion programmes etc. organised by APEDA.		
4	Assistance to National Referral Laboratory (NRL) and other govt./ public sector/institutions for residues monitoring of agrochemicals, pesticides, aflatoxins, etc		
	Sub-component	Scope	Pattern of Assistance
a	Assistance to National Referral Laboratory (NRL) and other Govt./ Public Sector/Institutions for residues monitoring of agrochemicals, pesticides, Aflatoxins, etc. This includes compliance of MRL (Maximum Residue Limit) etc. as per the global standards by assisting National Referral Laboratories/ govt./public sector/institutions for concerned produce.	Compliance to Maximum Residue Limit (MRL)/ Maximum Level (ML) etc as per the global standards by assisting National Referral Laboratories / govt. / public sector / institutions for concerned produce.	The component would be 100% implemented by APEDA (applicable for all APEDA scheduled and organic products)
5	Testing of water, soil, residues of pesticide, veterinary drugs, hormones, toxins, heavy metals contaminants, microbial count, etc. This is applicable to all scheduled and organic products that are monitored by APEDA		
	Beneficiaries: APEDA registered Exporters and organic operators under NPOP		
	Sub-component	Scope	Pattern of Assistance
a	Testing of water, soil, residues of pesticide, veterinary drugs, hormones, toxins, heavy metal, microbial count etc. in APEDA scheduled and organic products.	Ensuring quality and food safety compliance	The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 5000/- per sample. The upper ceiling per beneficiary: Rs. 20 Lakhs during the current plan period
6	Introduction of new plant / seed / germplasm varieties for export oriented / varieties suitable for processing for potential produce		
	Sub-component	Scope	Pattern of Assistance
a	Introduction of new plant / seed / germplasm varieties for export oriented / varieties suitable for processing for APEDA scheduled products	Introduction of planting material of new varieties is mandate of Ministry of Agriculture and their research institutions like ICAR. However, in order to maintain competitive edge in the international market and to meet the requirements / tastes of international consumers, preferences of such markets need	The assistance will be upto 90% of the cost of the imported plant material to relevant research institutions and upto 60% to exporters subject to a ceiling of Rs. 50 lakhs. However, aspects related to selection of plants, terms and conditions of import including clearances if any and terms and conditions of royalty, etc. shall be taken care of by the beneficiary.

		to be kept in mind. Therefore, APEDA proposes to provide assistance for such initiatives to institutions of Govt. of India/ exporters.	
7	Laboratory for export testing and in-house lab equipment Beneficiaries: Listed laboratories and APEDA registered Exporters and organic operators		
	Sub-component	Scope	Pattern of Assistance
a	APEDA listed labs for upgradation.	Strengthening laboratory infrastructure for export certification.	a) The assistance will be up to 50% of the cost subject to maximum of Rs. 200 Lakhs. b) Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance up to 75% subject to a ceiling of Rs 200 lakhs. c) 100% in case of APEDA
b	APEDA registered exporters for in-house lab equipment	To ensure in-house quality	The assistance will be up to 50% of the cost subject to maximum of Rs. 100 lakhs. Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance up to 75% subject to a ceiling of Rs 100 lakhs
8	Product and technology development		
	Sub-component	Scope	Pattern of Assistance
a	Product and technology development activities for strengthening value addition, improve export quality, increase export competitiveness etc. Through collaboration with reputed institutions.	Strengthen value addition and export quality	100% for APEDA
9	Aatam Nirbhar Bharat		
	Sub-component	Scope	Pattern of Assistance
a	Support for innovative ideas for infrastructure and quality improvement in agricultural and processed food sector	To encourage new innovative ideas – beneficiaries	The selected entity shall be assisted up to Rs. 100 lakhs.
b	Implementation of special activities to enhance quality of the produce and to meet the SPS requirements of importing countries.	Exporters, FPO, SHG, FPC, Cooperatives, and individual farmers engaged in the production (with supply agreement)	The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 25 lakh per beneficiary.
10	Acceleration of Agri and Food Startups		
	Sub-component	Scope	Pattern of Assistance
a	Support to startups for infrastructure and quality improvement in agricultural and processed food sector	To enable agri-food startups to build export-compliant, market-aligned infrastructure. Focus on improving export-grade output,	The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 100 lakh per beneficiary

		reducing rejection, and enhancing realisation.	
b	Procuring any hardware/ software solution for introduction of traceability, electronic management system, block chain, Artificial Intelligence (AI), or any other high precision technology for quality processing.	To ensure traceability of produce at farm level and to comply with the requirements of importing countries	The assistance will be up to 50% of the cost of equipment subject to a ceiling of Rs. 20 lakh per beneficiary
11	Assistance for capacity building		
	Subcomponent	Scope	Pattern of Assistance
a	Training of trainers (ToT) programme including workshops, demonstration-based learnings, development of training materials and digital learning resources, post-harvest management, traceability and packaging for export markets to be facilitated by Central and State government institutions	Improve stakeholder capacity and compliance with international quality and safety standards.	a) Assistance of 50% of cost of overall cost of training, subject to a ceiling of Rs. 5 lakhs/ per beneficiary/ per year. b) Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs. 5 lakhs/ per beneficiary/ per year. c) 100% in case of APEDA
b	Structured programme for Export Startups' internationalisation	To improve exporters capacity to able to compete with international markets.	100% for APEDA
c	Grant Management System One stop solution for exporters to identify potential opportunities, apply for the scheme, track application and payment status etc.	Streamlining of exporters user journey	100% for APEDA
d	Provision for technical assistance partner for dedicated support related to applications, review and evaluation of grants, and all other technical assistance required by APEDA for smooth functioning of the scheme	Technical assistance	100% for APEDA

SPECIFIC REQUIREMENTS AND CONDITIONS FOR QUALITY DEVELOPMENT

Maintaining high quality and adhering to international standards and certifications is crucial for gaining market access, retaining market share and build the confidence with buyers.

To strengthen capabilities across the value chain, APEDA through its Quality development initiative has substantially expanded its training and capacity-building programmes. Workshops for farmers, FPOs, exporters, and supply-chain stakeholders are being conducted in partnership with State Governments, ICAR, KVKs, agri-universities, NIFTEM, and CFTRI.

The applicant shall ensure compliance of the following specific requirements relevant to the subcomponents under Quality Development:

2(a) Implementation and certification of quality, sustainability and food safety management systems, standardization, harmonization with international standards for adoption of global standards

The assistance is provided to APEDA RCMC Holder and organic operator for obtaining food safety and quality certifications which are required as per requirements of importing countries or obtaining market access.

Pattern of Assistance

- i. The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 5 lakh per certification. The assistance will also be applicable for renewal of certifications

Conditions and Requirements

- i. Assistance for implementation and certification of Food Safety Management Systems (including certification renewal) for food safety management system such as HACCP, ISO-22000/FSSC-22000, IFS, BRC, SQF, ISO-14001, GAP, etc. would be admissible to APEDA RCMC Holder having their own manufacturing facility. The certification needs to be obtained from the certification bodies recognised by APEDA, the list of which is hosted on APEDA website. Format of Fee Structure to be submitted along with application is presented in Annexure III.
- ii. Assistance for sustainability and ethical trade certifications such as Rainforest Alliance, Sedex Member Ethical Trade Audit (SMETA), FairTrade, Demeter Biodynamic Certification, Naturland, Sustainable Agriculture (SA) etc. would be admissible to APEDA RCMC Holder having manufacturing/production unit. The certification needs to be obtained from the certification bodies accredited by an accreditation body who is a member of International Accreditation Forum (IAF). Format of Fee Structure to be submitted along with application is presented in Annexure III.
- iii. ISO-9001 can be availed by both manufacturer and merchant exporters and must be obtained from the certification bodies recognised by APEDA, the list of which is hosted on APEDA website.
- iv. Application shall be submitted for each of the above systems separately since assistance is applicable individually for each system.

2(b) Standardization, Harmonization with international standards for adoption of International Standards including special cases such as control of fruit fly and/or any other case as per the requirements of international market.

This component supports activities aimed at standardisation and harmonisation of domestic practices with internationally recognised standards to maintain and enhance market access of Indian agri-food products in global markets.

Pattern of assistance

This component is 100% for APEDA

2(c) Set up of packaging line that shall improve the quality/ shelf life of the product.

This includes controlled atmosphere packaging (CAP), modified atmosphere packaging (MAP), active packaging (oxygen scavengers, carbon dioxide absorbers & emitters, ethylene absorbers, humidity absorbers, antimicrobial preservative releasers, etc.), antimicrobial agents and packaging systems, etc.

Pattern of assistance

- i. The assistance will be up to 40% of the cost of equipment subject to a ceiling of Rs. 10 lakh per beneficiary.
- ii. APEDA Registered Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance up to 75% subject to a ceiling of Rs. 10 lakh per beneficiary.

Conditions and Requirements

- i. The applicant must have the food processing line already established.
- ii. The applicant must have Food Safety Management System in place such as HACCP/ ISO 22000 certification granted by a certification body accredited by an accreditation body who is a member of International Accreditation Forum (IAF).
- iii. Any other condition as per Para 4 -General Requirements and Conditions (across all components)

Strengthening of technical and managerial skills

3(a) Training and Study Tours in India and abroad

This component focuses on capacity building and stakeholder development through structured training programmes and exposure visits within India and abroad. It aims to facilitate the adoption of global best practices, modern technologies, innovative processing methods, and internationally accepted standards across the value chain.

Pattern of assistance

- i. The assistance will be up to 50% of the travel cost and training fee subject to maximum of Rs. 3 lakh per participant per year. Will be restricted to one participant per organization.
- ii. APEDA Registered Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs. 3 lakh per participant per year. Will be restricted to one participant per organization.
- iii. 100% in case of APEDA

Conditions and Requirements

- i. Assistance shall be given only for APEDA related activities to APEDA officials and APEDA RCMC Holders (manufacturers, Producers)
- ii. Assistance shall be given for short term executive courses (up to 1 month) relevant to agro industry, quality, marketing, management and doing business short term courses for different countries offered by institutes illustrated in the Annexure VIII. The cost of participation fee/ course fee shall only be considered.

3 (b) Seminars/workshops/outreach programs etc. organized/sponsored/assisted by APEDA including preparation of manuals, brochures, guidelines etc., wherever required

This component supports the organisation, sponsorship, and assistance of seminars, workshops, conferences, training-cum-outreach programmes, and similar awareness-building initiatives by APEDA.

Support under this component also includes the development and dissemination of knowledge and communication materials such as manuals, brochures, guidelines, advisory notes, and other reference documents, wherever required. These activities will facilitate effective information dissemination, capacity enhancement, and stakeholder engagement.

Pattern of Assistance

- i. The assistance will be up to Rs. 5 lakhs per beneficiary per event.
- ii. APEDA registered Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs. 5 lakhs per beneficiary per event.
- i. 100% in case of APEDA

Conditions and Requirements

- iii. Assistance shall be given only for APEDA related activities to APEDA officials and APEDA RCMC holders (excluding merchant exporter category)

3(c) Delegation visits, meetings, roadshows etc.

Sub-component dedicated to delegation visits, meetings, roadshows, promotion programmes etc. organised by APEDA. This shall include foreign delegation visits to India pertaining to inspection and recognition of pre-export procedures of APEDA Scheduled products such as mangoes, peanut, buffalo meat and meat products, etc. It shall also include Indian delegation visit to identified foreign destinations led by APEDA, etc.

Pattern of assistance

This component is 100% for APEDA

4 (a) Assistance to National Referral Laboratory (NRL) and other govt./ public sector/institutions for residues monitoring of agrochemicals, pesticides, aflatoxins, etc

The assistance provided for residue monitoring of agrochemicals, pesticides, aflatoxins, etc. in APEDA scheduled and organic products, which includes preparation of an annual recommended list of pesticides and contaminants to be monitored for exports, development of harmonized methods of sampling and analysis to be followed by APEDA-recognized laboratories in line with internationally accepted standards, organization of sampling and analysis and training of laboratory personnel, conduct of Proficiency Testing (PT) programmes to assess analytical competence, surveillance visits to laboratories to ensure compliance with prescribed criteria, and review of annual analysis data for preparation of an action plan for the subsequent year.

Objective of the component is to ensure compliance to Maximum Residue Limit (MRL)/ Maximum Level (ML) etc as per the global standards by assisting National Referral Laboratories / govt. / public sector / institutions for concerned produce. Such institutes shall be responsible for the following: -

1. Preparation of annual recommended list of pesticides and contaminants monitored for exports.
2. To develop method of sampling and analysis to be followed by APEDA recognised laboratories and harmonized methods of sampling and analysis to be followed by APEDA recognised laboratories with internationally accepted methods.
3. To organise sampling and analysis, training of laboratory personnel for each residue or groups of residues, conduct Proficiency Test (PT) programs to assess analytical competence of the laboratories and conduct surveillance visit to labs to ascertain that the laboratories are following prescribed criteria.
4. To review annual analysis data, based on which plan of action for the following year to be prepared.

Pattern of assistance

- i. The component would be 100% implemented by APEDA (applicable for all APEDA scheduled products and organic products)

Conditions and Requirements

- i. The laboratory shall be a public entity
- ii. The laboratory shall have valid ISO 17025 accreditation by NABL with scope for analysis of chemical residue and/or contaminants for APEDA scheduled products.
- iii. The laboratory shall have valid ISO 17043 accreditation by NABL as PT provider.

- iv. The laboratory shall have adequate competence with respect to infrastructure and manpower, and scope of accreditation shall cover importing countries requirements for development of monitoring plan.
- v. The laboratory shall have minimum 5 years of experience in organising capacity building programme for stakeholders including growers.

5 (a) Testing of water, soil, residues of pesticide, veterinary drugs, hormones, toxins, heavy metals contaminants, microbial count, etc. This is applicable to all scheduled and organic products that are monitored by APEDA

The assistance is provided to

- APEDA RCMC holders (manufacturers, producers) for testing of parameters for products where testing is mandatory as per the importing country's requirements or under food safety-based monitoring systems implemented by APEDA, for which notifications have been issued by the Government of India time to time.
- Operators certified under NPOP for reimbursement of charges incurred for analysis of 2% farmer samples from each Grower Group, as mandated by the NPOP and the samples are analysed in APEDA recognised laboratory

Operators certified under NPOP for reimbursement of charges incurred for analysis of High-risk organic products certified under NPOP and the samples are analysed in APEDA recognised laboratory. The reimbursement is considered for the samples of export consignments for which Transaction Certificate has been generated by accredited Certification Body under NPOP on Trace.Net.Pattern of assistance

- i. The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 5000/- per sample. The upper ceiling per beneficiary: Rs. 20 Lakhs during the current plan period

Conditions and Requirements

- i. Laboratory testing charges shall be reimbursed to APEDA RCMC Holders (manufactures, producers) and/or operators certified under NPOP.
- ii. Assistance shall be granted for the products for which testing is mandatory as per the requirement of the importing country or traceability system implemented by APEDA for which notification has been issued by the Government of India time to time.
- iii. The procedure for obtaining reimbursement for testing of 2% farmer samples from grower groups certified under NPOP is presented in Annexure X.
- iv. The application for reimbursement of testing charges other than for 2% farmer samples from grower groups certified under NPOP shall be accompanied by following documents:
 - Linkage sheet as per Annexure IV. In case linkage sheet is submitted offline, the same should be duly certified by a practising Chartered Accountant with UDIN No.
 - CA certificate in the proforma at Annexure VI
 - Copy of test report
 - Commercial invoice and other supporting export documents related to the consignment for which test charges are being claimed
 - Bank statement reflecting payment made to lab
 - Any other document as sought by APEDA

6 (a) Introduction of new plant / seed / germplasm varieties for export oriented / varieties suitable for processing for potential produce

Introduction of planting material of new varieties is mandate of Ministry of Agriculture and their research institutions like ICAR. However, in order to maintain competitive edge in the international market and to meet

the requirements / tastes of international consumers, preferences of such markets need to be kept in mind. Therefore, APEDA proposes to provide assistance for such initiatives to institutions of Govt. of India/ exporters.

Pattern of Assistance

The assistance will be upto 90% of the cost of the imported plant material to relevant research institutions and upto 60% to RCMC Holders (manufacturers, producers) subject to a ceiling of Rs. 50 lakhs per product per plan period

Conditions and Requirements

Aspects related to selection of plants, terms and conditions of import including clearances if any and terms and conditions of royalty, etc. shall be taken care of by the beneficiary.

Laboratory for export testing and in-house lab equipment

7(a) APEDA listed labs for upgradation.

The assistance shall be provided to APEDA recognised laboratory for purchase of high-end analytical equipment and Certified Reference Material (CRM) required for the detection and quantification of molecules that are part of emerging requirements in importing countries thereby ensuring compliance with stringent international standards and minimizing the risk of rejection in importing countries.

Pattern of assistance

- i. The assistance will be up to 50% of the cost subject to maximum of Rs. 200 Lakhs.
- ii. Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance up to 75% subject to a ceiling of Rs 200 lakhs.
- iii. 100% in case of APEDA

Conditions and Requirements

- i. The laboratory shall be a APEDA recognised laboratory and having valid ISO 17025 accreditation granted by NABL for purchase of equipment and CRM for upgradation.
- ii. Assistance shall be granted for obtaining CRM only if the laboratory has adequate infrastructure and competence. The laboratory shall have either product recognition granted by APEDA or qualify the PT programme conducted by the NRL of APEDA.
- iii. Assistance shall not be applicable for in process quality control equipment, consumables, glassware, computers, general refrigerators, air conditioners or laboratory furniture and civil works.

7(b) APEDA registered exporters and operators certified under NPOP for in-house lab equipment

This component supports APEDA-registered exporters and operators certified under NPOP in upgrading in-house laboratory facilities through procurement of essential testing, analysis, and quality-control equipment. The objective is to strengthen internal quality assurance systems, enable routine and timely testing of products, and ensure conformity with prescribed domestic and international food safety and quality standards.

Pattern of assistance

- i. The assistance will be up to 50% of the cost subject to maximum of Rs. 100 lakhs.
- ii. Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance up to 75% subject to a ceiling of Rs 100 lakhs

Conditions and Requirements

- i. The assistance shall be availed by the inhouse laboratory of APEDA registered exporters and operators certified under NPOP.
- ii. Assistance shall be granted for purchase of equipment to ensure inhouse quality. Indicative list of testing equipment is placed at Annexure II.
- iii. Assistance shall not be applicable for in process quality control equipment, consumables, glassware, computers, general refrigerators, air conditioners or laboratory furniture and civil works.

8 (a) Product and technology development

This component supports product and technology development initiatives aimed at strengthening value addition, improving export quality, enhancing product shelf life/longevity, and enhancing the global competitiveness of India agri-products. The intervention promotes development, adaptation, and upscaling of innovative products, processes, and technologies aligned with market demand and international quality requirements.

Pattern of Assistance

This component is 100% for APEDA

Aatmanirbhar Bharat

9(a) Support for innovative ideas for infrastructure and quality improvement in agricultural and processed food sector

This component encourages and supports innovative concepts, technologies, and solutions aimed at strengthening infrastructure and enhancing quality in the agricultural and processed food exports. It promotes the development, piloting, and adoption of new approaches that can address existing bottlenecks, improve efficiency, reduce losses, and elevate product standards in line with domestic and international market requirements.

Pattern of Assistance

- i. The selected entity shall be assisted up to Rs. 100 lakhs.

Conditions and Requirements

- i. Applicant must be an APEDA- RCMC Holder(manufacturer, producer) at the time of application.
- ii. Proposed idea/technology must demonstrate clear relevance to APEDA scheduled products.
- iii. The innovation should address a specific bottleneck in infrastructure, quality, or export readiness.
- iv. The proposal must demonstrate novelty in process, product, technology, or delivery mechanism. And must provide clear articulation of how the idea differs from existing solutions in the market. The solution must have potential for scalability and adaptability.
- v. At the time of application, beneficiary must submit technical specifications, design documents, prototypes, or proof-of-concept, as applicable.
- vi. Collaboration may be allowed with reputed institutions, R&D organisations, or technology partners and must be documented through MoUs or letters of support.
- vii. In case of collaboration, roles and responsibilities of each collaborating entity must be clearly defined.

9(b) Implementation of special activities to enhance quality of the produce and to meet the SPS requirements of importing countries.

This component supports targeted interventions aimed at improving the quality of agricultural and processed food products to meet the Sanitary and Phytosanitary (SPS) requirements of importing countries. Activities under this

component may include specialised treatments, pest and disease management measures, residue reduction protocols, improved handling and hygiene practices, and other technical processes essential for ensuring product safety and compliance with international norms.

Pattern of Assistance

- i. The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 25 lakh per beneficiary.

Conditions and Requirements

- i. Activities proposed under this sub-component must specifically target SPS requirements of identified importing countries.
- ii. At the time of application, the beneficiary must submit a detailed proposal outlining the SPS challenge, target market, and the specific intervention required. Provide, supporting documents such as lab reports, rejection notices, pest incidence data, or import-country advisories.
- iii. Each application must include details of expected outcomes such as reduced contamination, improved hygiene, residue reduction, or pest control.

Acceleration of agri and food startups

10 (a) Support to startups for infrastructure and quality improvement in agricultural and processed food sector

To enable agri-food startups to build export-compliant, market-aligned infrastructure and focus on improving export-grade output, reducing rejection, and enhancing realisation.

Pattern of Assistance

- i. The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 100 lakh per beneficiary

Conditions and Requirements

- i. Component shall be restricted to APEDA's BHARATI registered agri-food startups in building export-ready infrastructure and quality systems that enhance compliance with international requirements.
- ii. Eligible interventions under this component shall include the following categories:
 - Infrastructure & Quality Enablement including integrated packhouses and primary processing facilities at farm-gate/cluster level, cold chain infrastructure, export-oriented packaging, minimal processing facilities, implementation and certification of Food Safety Management Systems (HACCP, BRC, ISO, etc.), implementation of sustainability and ethical trade certifications etc.
 - Technology Enablement including farm-to-fork traceability systems (QR-based, blockchain-enabled), digital farm records and compliance tracking (GAP, residue monitoring), AI/ML-based grading, sorting, and shelf-life prediction, ERP and batch-level traceability systems for export documentation and inventory, etc.
 - Export Value Chain Solutions including technologies addressing post-harvest losses, quality standardisation, and aggregation challenges, supply chain optimisation platforms including logistics, demand aggregation, and buyer linkage, quality assessment and grading technologies (including non-invasive testing solutions), packaging innovation and shelf-life extension solutions deployable across exporters
 - Novel solutions from SPS & Compliance-Focused Startups including rapid residue detection and testing technologies, pest and disease detection, monitoring, and mitigation systems, traceability systems linked to SPS compliance and certification, export compliance automation tools (phytosanitary certification, documentation systems), bio-safe treatments, non-chemical interventions, and post-harvest compliance protocols etc.
- iii. This support shall be extended to a select cohort of high-potential BHARATI startups (indicatively up to 10–20 startups per plan period across categories), based on demonstrated export readiness or clear export linkage, scalability and multi-user applicability (for technology providers), relevance to priority export markets and commodities and potential to address critical value chain or SPS gaps

- iv. All applicant startups shall be required to submit detailed three-year export or deployment projections, including target markets and buyer segments, expected volumes, value realisation, technology adoption metrics, and clear linkage between proposed intervention and export outcomes.
- v. Post-sanction, beneficiaries shall be subject to structured monitoring and evaluation including export performance, market expansion, reduction in rejection rates, reduction in compliance gaps, adoption of technology created improvement in value realisation and competitiveness as applicable.

10 (b) Procuring any hardware/ software solution for introduction of traceability, electronic management system, block chain, Artificial Intelligence (AI), or any other high precision technology for quality processing.

To ensure traceability of produce at farm level and to comply with the requirements of importing countries.

Pattern of Assistance

The assistance will be up to 50% of the cost of equipment subject to a ceiling of Rs. 20 lakh per beneficiary

Conditions and Requirements

- a) This component shall be restricted to startups as defined under general conditions.
- b) This shall include hardware such as scanners, RFID systems, IoT devices, handheld data capture devices, servers, traceability platforms, ERP modules, blockchain based systems, customisation of software, trainings etc.

Assistance for capacity building

11 (a) Training of trainers (ToT) programme

This sub-component is aimed at improving stakeholder capacity and compliance with international quality and safety standards. This shall include workshops, demonstration-based learnings, development of training materials and digital learning resources, post-harvest management, traceability and packaging for export markets to be facilitated by Central and State government institutions

Pattern of Assistance

- i. Assistance of 50% of cost of overall cost of training, subject to a ceiling of Rs. 5 lakhs/ per beneficiary/ per year.
- ii. 100% in case of APEDA

Conditions and Requirements

- i. The beneficiaries under this component shall be Central and State Government institutions having demonstrable competency in the relevant areas of training.
- ii. The training programs supported under this component shall be strictly export-oriented and limited to activities related to the mandate of the APEDA, including but not limited to quality standards, packaging, and processing.
- iii. Institutions seeking support under this component shall submit detailed note outlining the institution's relevant competency and experience in the proposed training area, comprehensive training proposal, including objectives, content, target participants, duration, and expected outcomes.
- iv. In-Principle Approval (IPA) is required for this component
- v. Applicant shall submit a valid CA certificate along with all the bills and bank statement (Annexure IX), along with supporting financial documents as may be prescribed.

11 (b) Structured programme for Export Startups' internationalisation

This component is aimed at providing BHARATI agri-food startups with capacity to be able to compete with international markets.

Pattern of Assistance

This is 100% for APEDA

11(c) Grant Management System

Grant Management System (GMS) shall be a centralized digital platform that streamlines the entire lifecycle of grant administration. GMS shall provide real-time access to application status, automated compliance checks, and data-driven insights.

Pattern of Assistance

100% for APEDA

11(d) Provision for technical assistance partner

This sub-component is for the provision of a technical assistance partner for dedicated support related to applications, review and evaluation of grants, and all other technical assistance required by APEDA for smooth functioning of the scheme

Pattern of Assistance

100% for APEDA

Conditions and Requirements

- i. The technical assistance partner shall act as the central implementing and monitoring support structure for the scheme.
- ii. The partner shall assist APEDA across the full implementation cycle from applicant onboarding, coordinating between APEDA divisions and applicants, evaluation of applications, verifying the accuracy of project information, pre mid and post physical verification, monitoring project milestones, assessing the utilization and impact of sanctioned funds etc.
- iii. The technical assistance partner shall also have oversight over grant verification and disbursement processes, ensuring that claims are validated against milestones before funds are released.
- iv. Technical assistance partner shall be onboarded initially for a period of 2 years and be subject to extension based on performance and/ or requirement.

III- Market Development

12	Development and Dissemination of Database, Market Intelligence		
	Subcomponent	Scope	Pattern of Assistance
a	Development and dissemination of database, market intelligence and IT related activities such as application software, computer hardware, network, security systems, audit etc	To build a strong database for taking informed decisions about markets and products and dissemination of such information to various stakeholders. APEDA will facilitate development of online platform/ e-commerce platforms to enable direct linkages among producers / processors and exporters/export markets.	100% for APEDA
13	Participation in fairs / events / buyer-seller meets / reverse buyer seller meets, trade delegations, promotion of GI products etc. Beneficiaries- APEDA Registered Exporters		
	Subcomponent	Scope	Pattern of Assistance
a	Participation in fairs / events / buyer-seller meets / reverse buyer seller meets, trade delegations, promotion and organizing display galleries of GI products etc. It is also intended to cover products identified under One District One Product (ODOP) and organic promotion. In respect of participation in Trade Fairs, BSMs, the preference shall be given to the new participants. However, the existing exporters will also be encouraged.	To promote and enhance visibility of Indian products in the international market.	The component would be implemented by APEDA.
14	Assistance for packaging development, protocols and enhancement of traceability Beneficiaries- APEDA Registered Exporters		
	Subcomponent	Scope	Pattern of Assistance
a	Development of standards of packaging, Development of transport protocol (road, rail, air, waterways and sea transport), Geographical Indication, R&D etc.	Packaging and transportation protocols to be standardized as per the changing requirements in	100% for APEDA

		the international market.	
15	Assistance for new market / product development through conducting feasibility studies / assistance for trial shipment and registration of brand / IPR outside India. Beneficiaries: APEDA registered exporters, Central / state Govt. agencies, Trade chambers, Indian missions abroad etc		
	Subcomponent	Scope	Pattern of Assistance
a	New Market / Product development through conducting feasibility studies.	Identification of potential product/ market.	a) Assistance will be up to 50% of the total cost subject to a ceiling of Rs. 10 lakhs per study per beneficiary. b) Assistance will be up to 75% of the total cost subject to a ceiling of Rs. 10 lakhs per study per beneficiary if conducted by Trade Associations/Indian missions abroad/ Central / state Govt. agencies/ exporters belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir, Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST and women beneficiaries, startups and NPOP certified organic exporters c) 100% in case of APEDA
b	Assistance for trial shipment covering multimodal transport.	To explore new markets and test market the new products / packaging.	a) Assistance will be up to 50% of the total cost subject to a ceiling of Rs. 10 lakhs b) Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs 10 lakhs. c) 100% in case of APEDA
c	Registration of Brand / IPR outside India	To elevate brand image in international market	a) Assistance will be up to 50% of the total cost subject to a ceiling of Rs. 50 lakhs per beneficiary/ per plan period. b) Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and startups can apply across the country with assistance upto 75% subject to a ceiling of Rs 50 lakhs per beneficiary/ per plan period. c) 100% in case of APEDA
d	Assistance for listing/ shelf space/ slotting fees in international retail chains to FPOs, women led enterprises, SC/ST exporters and startups	To increase the visibility of Indian products in major retail chains abroad	To increase the visibility of Indian products in major retail chains abroad. Assistance will be up to 50% subject to a ceiling of Rs. 8 lakhs/ per beneficiary/ per year
e	Assistance for brand promotion to enhance exports of GI products	To build strong regional identities and enhance recognition of Indian agri-produce	a) Assistance will be up to 50% of the total cost subject to a ceiling of Rs. 100 lakhs per beneficiary. b) Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST, women beneficiaries and

			startups can apply across the country with assistance upto 75% subject to a ceiling of Rs. 100 lakhs per beneficiary. c) 100% in case of APEDA
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SPECIFIC REQUIREMENTS AND CONDITIONS FOR MARKET DEVELOPMENT

The market development component under scheme addresses the needs of the exporters by providing access to new markets and strengthening their presence in existing ones. It supports structured marketing strategies, provides market intelligence for informed decision-making, facilitates international exposure, builds skills and capacities, and promotes high-quality packaging. Assistance under this component includes participation in international trade fairs, exchange of trade delegations, organising buyer-seller meets, and development or upgradation of packaging standards, facilitating trial shipments, development of sea protocols for export of perishables is all undertaken through this scheme component. This is a very critical and one-of-a-kind initiative by APEDA, which does not have any parallel in any other schemes of other Ministries and Departments of Government of India.

The applicant shall ensure compliance of the following specific requirements relevant to the subcomponents under Market Development:

12 (a) Development and dissemination of database, market intelligence and IT related activities

To build a strong database for taking informed decisions about markets and products and dissemination of such information to various stakeholders. APEDA will facilitate development of online platform/ e-commerce platforms to enable direct linkages among producers / processors and exporters/export markets.

Pattern of Assistance

100% for APEDA

13 (a) Participation in fairs / events / buyer-seller meets / reverse buyer seller meets, trade delegations, promotion of GI products etc.

The sub-component is aimed at promoting and enhancing visibility of Indian products in the international market. This shall include participation in fairs / events / buyer-seller meets / reverse buyer seller meets, trade delegations, promotion and organizing display galleries of GI products etc. It is also intended to cover products identified under One District One Product (ODOP) and organic promotion.

Pattern of Assistance

The component would be implemented by APEDA.

Conditions and Requirements

For each fair, preference will be given to those exporters those have not availed assistance from this component prior.

14 (a) Assistance for packaging development, protocols and enhancement of traceability

This component supports the development and upgradation of packaging standards, transport protocols (for road, rail, air, waterways, and sea), Geographical Indication (GI)-related interventions, and research and development activities to strengthen product quality and export readiness.

Activities under this component may include development of packaging specifications, design of commodity-specific transport and handling protocols, studies to support GI registration or protection, and R&D initiatives focused on improving quality, shelf life, and overall competitiveness of Indian agri-products.

Pattern of Assistance

100% for APEDA

15 (a) New Market / Product development through conducting feasibility studies

This component supports systematic identification and assessment of potential markets and products through feasibility studies and market intelligence exercises.

Activities may include market research, demand-supply analysis, consumer preference studies, regulatory mapping, competitor benchmarking, and assessment of operational and financial viability for new products or markets.

Pattern of Assistance

- i. Assistance will be up to 50% of the total cost subject to a ceiling of Rs. 10 lakhs per study per beneficiary.
- ii. Assistance will be up to 75% of the total cost subject to a ceiling of Rs. 10 lakhs per study per beneficiary if conducted by Trade Associations/Indian missions abroad/ Central / state Govt. agencies/ exporters belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir, Farmer Producer Organisations (FPO), Primary Agricultural Co-op Credit Societies (PACS), SC/ST and women beneficiaries, startups and NPOP certified organic exporters
- iii. 100% in case of APEDA

Conditions and Requirements

- i. Quotation/proforma invoice on letterhead from reputed consultant clearly indicating the title of study, scope of work, cost, validity of quotation, payment terms etc. Point no. iii under General requirements may also be referred for submission of all relevant documents.
- ii. The study proposed should not be a repetition of similar studies conducted in the past.
- iii. Clear justification for conducting proposed study should be provided.

15 (b) Assistance for trial shipment covering multi-modal transport

This component provides support for undertaking trial shipments using multimodal transport (road, rail, air, waterways, and sea) to assess logistics feasibility, test market for new products, and evaluate the performance of innovative packaging solutions, **technical know-how from any Central/State Research Institute/ University, National & International experts etc. with rich experience in the field.** Activities under this component may include pilot consignments, route handling assessments, transit-time evaluation, cost analysis, and testing of packaging performance under actual export conditions.

Pattern of Assistance

- i. Assistance will be up to 50% of the total cost subject to a ceiling of Rs. 10 lakhs
- ii. 100% in case of APEDA

Conditions and Requirements

- i. Proposal should be sent to APEDA in advance for seeking in-principle approval.
- ii. Assistance is available for exploring new markets and test market the new products / packaging in accordance with priorities set by APEDA from time to time.
- iii. The beneficiary should take on board a technical advisor for conducting the trial shipment that may be ICAR/ Research Institute/ Agriculture University/ **any Central/ State Research Institute/ University, National & International experts etc.** with rich experience in the field. The application should be submitted along with proposed Standard Operating procedure (SOP) developed by the technical partner and validation report should be submitted after.

15 (c) Registration of Brand / IPR outside India

This component supports exporters in registering their brand, trademarks, or other intellectual property rights (IPR) in foreign jurisdictions to strengthen brand identity and improve market positioning.

Pattern of Assistance

- i. Assistance will be up to 50% of the total cost subject to a ceiling of Rs. 50 lakhs per beneficiary/ per plan period
- ii. 100% in case of APEDA

Conditions and Requirements

- i. Proposal should be sent to APEDA in advance for seeking in-principle approval.
- ii. Details of the product and brand/IPR in respect of which registration is sought

- iii. The country in which registration is sought along with justification for such registration.
- iv. Cost estimate / fees from the concerned overseas responsible agency for registration of the brand/IPR.
- v. Clearly indicate if the registration is for Trade Mark / IPR / GI.

15 (d) Assistance for listing/ shelf space/ slotting fees in international retail chains

This component provides targeted support to FPOs, women-led enterprises, SC/ST exporters, and startups for securing listing, shelf space, or covering slotting fees in major international retail chains. The objective is to enhance visibility, improve market presence, and enable these enterprises to access premium retail platforms abroad, which often require significant upfront investment.

Pattern of Assistance

- i. Assistance will be up to 50% subject to a ceiling of Rs. 8 lakhs/ per beneficiary/ per year

Conditions and Requirements

- i. Retail chain which includes supermarkets/ hypermarkets/ speciality global food chains etc. must have operation in at least one country outside of India.
- ii. Slotting or listing fees refers to one-time payment made by exporter to the retail chain for initial product onboarding and/ or shelf placement and must be paid entirely to the retail chain or its authorised entity
- iii. Clear justification for selection of proposed retail chain must be provided
- iv. The application must include copy of agreement/ MoU/ email confirmation with intent to list and proposed fee structure.

15 (e) Assistance for brand promotion to enhance exports of GI products

This component provides support for brand-building and promotional activities aimed at enhancing the visibility, recognition, and market positioning of GI products in global markets. The objective is to strengthen regional identities, highlight the unique qualities and heritage associated with GI-tagged produce, and expand export opportunities for these products.

Support under this component may include participation in international fairs and exhibitions, marketing campaigns, development of promotional materials, buyer–seller meets, and other targeted initiatives to showcase the distinctiveness of GI products.

Pattern of Assistance

- i. Assistance will be up to 50% of the total cost subject to a ceiling of Rs. 100 lakhs per beneficiary
- ii. 100% in case of APEDA

Conditions and Requirements

- i. Product is an APEDA registered GI Product, produced in the designated GI area.
- ii. Application must include structured brand promotion proposal which may include target export markets, rationale for market selection, competitor benchmarking, promotional activities planned, export projections, activity wise budget breakup etc.
- iii. The component shall be restricted to international trade fair participation, in-store promotion in international chains, digital campaigns outside of India, development of brand assets etc. This shall not include domestic promotion of any kind or routine business expenses.

4. General Requirements and Conditions (across all components)

I. GENERAL CONDITIONS

1. Assistance will be applicable for all APEDA scheduled and NPOP certified organic products.
2. The date of submission of online application in APEDA shall be considered as date of receipt of application for grant of In Principle Approval. The expenditure incurred prior to the date of submission of online application in APEDA shall not be considered for assistance. However, any expenditure incurred after submission of on-line application but before issuance of IPA shall not automatically become eligible for assistance and shall be subject to final decision of APEDA taken in this regard.
3. In case of APEDA RCMC holders belonging to North - Eastern States, Ladakh, Andaman and Nicobar, Lakshadweep, Jammu and Kashmir, or under the category of Farmer Producer Organisations, Primary Agricultural Co-op Credit Societies (PACS), SC/ST and women beneficiaries and startups, the assistance will be up to 75% for all activities, unless otherwise specified. However, overall financial ceiling limits in all cases shall remain the same. Applicants availing assistance under these special categories shall submit an undertaking confirming their continued eligibility under the said category on an annual basis for a period of three years from the date of disbursement.
4. Applicants applying under the Infrastructure Scheme component are required to furnish a Bank Guarantee equivalent to 25% of the assistance amount. The Bank Guarantee should remain valid for a period of three years (to be renewed annually) from the date of release of assistance or until the projected performance, as declared in the online application, is achieved whichever is later. After the expiry of such period, a request for release of the Bank Guarantee may be submitted along with self-attested GST returns for the prescribed period. The Bank Guarantee shall be released upon satisfactory verification of the declared performance.
In the event that the projected performance is not achieved within the stipulated period, and in the absence of adequate justification to the satisfaction to the competent authority, the applicant may be liable for action in accordance with the provisions of the APEDA Act, 1986, including imposition of penalty and possible debarment from availing assistance under the scheme in future.
5. Following APEDA RCMC holders shall be deemed to fall under SC/ST category:
 - a. In case of proprietary concern, proprietor shall be SC/ST
 - b. In case of partnership firm, the SC/ST partners shall be holding at least 51% shares in the unit.*
 - c. In case of private limited companies/Limited Liability Partnership (LLP)/Farmer Producer Companies (FPCs), at least 51% shares shall be held by SC/ST directors/promoters.*
 - d. The concern as defined para (a)-(c) above should be in existence for at least one year at the time of application.

*The partner/director/promoter should hold at least 51% share in the unit for preceding one year of application for financial assistance and the holdings of SC/ST partner/promoter/director shall remain at least 51% for the entire plan period or three years from the date of disbursement of financial assistance, whichever is more. reimbursement of the financial assistance. In this regard, an undertaking shall be submitted by the applicant at the time of application as well as on an annual basis for a period of three years from the date of disbursement.
6. Following APEDA RCMC holders shall be deemed to fall under Women Entrepreneur category
 - a. In case of proprietary concern, proprietor shall be a woman.
 - b. In case of partnership firm/FPOs/FPCs/LLP/Private Limited companies, all the partners/directors/promoters shall be women.

The business, wholly owned and managed by a woman entrepreneur (as prescribed in para (a) to (b) above), should be in existence for at least one year at the time of application, and such control shall remain in force for entire plan period or three years from the date of disbursement of financial assistance, whichever is more. In this regard, an undertaking shall be submitted by the applicant at the time of application as well as on an annual basis for a period of three years from the date of disbursement.
7. An APEDA RCMC holder shall be considered as a Startup if they hold a valid DPIIT certificate and have been in existence for at least two years but not more than 5 years, with an annual turnover not exceeding Rs. 500 Lakhs.
8. For organic products, the applicant should be registered as Organic under the NPOP Regulations.

9. The APEDA RCMC holder, who is granted assistance under the scheme, shall be required to submit returns as prescribed from time to time by APEDA. In the event, the prescribed return is not furnished by the beneficiary/ not furnished within the stipulated time period/ or a false return is filed, in those cases, APEDA reserves the right to cancel the IPA issued/ withdraw the financial assistance extended, in addition to any further liabilities under the APEDA Act, 1985.
10. APEDA shall charge processing fee as approved by the Department of Commerce (DoC), Ministry of Commerce and Industry, Government of India on disbursed amount which is presently 5% + GST as applicable. The processing fee shall be deducted at the time of release of funds to the applicant.
11. The assistance under Bharat Krishi Niryat Yojana of APEDA is available to APEDA RCMC holders for APEDA Scheduled products or other organizations such as Central/State agencies, and NPOP certified Organic Operators.
12. Online Application submitted by the applicant shall be accompanied with the following documents complete in all respect, else the application may be cancelled.
13. For purchase of CRM as per sub-component 7(a) and new equipment, quotation/ proforma invoice/ bills should be obtained from minimum three Original Equipment Manufacturer (OEM) or their authorized distributor/ dealer of the equipment. The quotations shall be sought from minimum 3 suppliers. The applicant is free to place work order at any of the three bidders however, APEDA's assistance shall be computed on the lowest quoted rate. This condition shall not be applicable to sub-component 1 (e) and 1 (f).). However, in case of sole manufacturer, Imported equipment or any State or Central Government procurement regulations, a declaration to the effect shall be provided along with online application for consideration by the technical committee.
14. For implementation and certification of Quality and Food Safety Management systems and sustainability/ ethical trade certifications quotation/ proforma invoice should be obtained from for the concerned certification body/ agency in the prescribed format.(Annexure-III)
15. In case of feasibility study the quotation has to be sought from the reputed consulting firms having experience of 5 years in the relevant field.
16. The quotations should clearly show the address, GSTN, TIN and PAN, product description with detailed specification, validity date and item wise cost/unit and total amount. Technical brochure/literature/Pamphlet depicting equipment details in case of infrastructure/laboratory equipment/any other assets etc with clear mention of the utility
17. Wherever civil work is involved assistance by APEDA shall be restricted only to Technical Civil Work required for the project The cost estimate depicting Bill of Quantity, rate/unit and total amount duly certified by a Chartered Engineer or Civil Architect shall be submitted for civil work.
18. The grant will be restricted only to the plant and machinery and technical civil work created after submission of on-line application. The financial assistance towards the technical civil work component of the project shall be limited to a maximum of 25% of the total eligible financial assistance of that application. However, any expenditure incurred after submission of on-line application but before issuance of IPA shall not automatically become eligible for assistance and shall be subject to final decision of APEDA taken in this regard.
19. Training program / schedule / calendar or prospectus of the institutions illustrated in the Annexure VIII shall be submitted along with the application.
20. The APEDA RCMC registered beneficiary shall submit online quarterly performance from the assisted unit, on APEDA website even if the export is nil.
21. In-Principle Approval (IPA) of APEDA is required for all components of the scheme except for Lab testing charges as mentioned under sub-component 5.
22. After issuance of IPA, amendments in the same can be considered on the request of the applicant but within the validity of IPA.
23. The request for extension of IPA's shall be considered by APEDA, in a case to case basis, on merits.

24. APEDA reserves the right to get the projects appraised from an outside agency. In case the project is not found viable, the application shall not be considered. The grant of In-Principle Approval shall be based on eligible items and activities only and any expenditure on ineligible items or activity shall not be considered.
25. APEDA reserves right to intervene in the charges fixed by the agencies that do not commensurate with the services rendered to the exporters.
26. The decision of APEDA relating to admissibility of claim shall be final and mere filing of application shall not provide any right to claim financial assistance
27. Any change in ownership/management of the company shall be the responsibility of the exporter to get the same incorporated in the Registration cum Membership certificate (RCMC) issued by APEDA.
28. Reimbursement of eligible assistance from APEDA will be back ended, upon completion and submission of claim by applicant in accordance with terms and conditions of the In Principle Approval letter issued and subsequent physical verifications by APEDA, as applicable.
29. It is the responsibility of the applicant to file final claim documents complete in all respects well before the expiry of the original or extended validity, if any, of the In-Principle Approval letter
30. If the applicant/beneficiary has more than one manufacturing unit at different locations, APEDA may consider assistance for each such separate unit. However, such units must be first incorporated in the IEC and APEDA RCMC.
31. The Budgetary allocation to APEDA is given by Department of Commerce. The actual allocation may vary from year to year. Disbursement of assistance is subject to actual budget allocation by the Government. Financial assistance is provided subject to availability of the funds in APEDA and grants by the Government.
32. Financial assistance is provided subject to continuation of the scheme. There shall be no claim by the applicant in carrying forward the application for financial assistance beyond the plan period.
33. The applicant has to comply with requirement of Registration / license with Food Safety and Standards Authority of India (FSSAI) and/or any other regulatory authorities
34. The beneficiary getting financial assistance under Integrated pack-house, reefer van, cable car, up-gradation of facility should not sell his/her unit before five (5) years of disbursement of financial assistance.
35. For the infrastructure Component, the APEDA Registered beneficiary shall submit declaration stating that no financial assistance has been availed from any Central Government agency/ Body/ Ministry/Department for the same project at the time of online application. If application is also submitted to any Central Government agency/ Body/ Ministry/Department for the same project, then details for it should be submitted in online application.
36. Given the availability of funds, APEDA reserves the right to invite applications from designated priority groups, as determined by it on the basis of the category of RCMC holders/product/geographical location/any other relevant criteria, in order to ensure the judicious and balanced distribution of assistance.
37. APEDA also reserves the right to formulate its criteria for selection of applicants to enable balanced distribution of assistance across geographical area, priority products and categories of beneficiaries.
38. APEDA reserves the right to conduct pre-inspection of the unit and/or site of the applicant before putting up to the Technical Committee.
39. The Application shall be summarily rejected, in case, the application is found incomplete, pre-inspection report is unsatisfactory, multiple applications by the same applicant for the same sub-component, application not as per the prescribed guidelines.
40. All matters of dispute arising out of Bharat Krishi Niryat Yojana (BKNY) shall be governed by Indian law and its court of jurisdiction shall be subject to Court jurisdiction in New Delhi only. Both parties shall make all efforts to resolve any dispute by way of reconciliation. In the event of any question, dispute or difference arising under the Scheme in connection therewith remains unresolved, the same shall be referred to Chairman, APEDA and his decision shall be final.
41. Equipment and facilities procured with assistance of APEDA must be retained with the exporter for the period of minimum 5 years and shall be subject to periodic monitoring by APEDA. The Beneficiary shall not sell or transfer or alienate or otherwise part with the possession in whole or part of the assets. If such equipment or

facility is sold by the beneficiary before 5 years the entire assistance amount with interest as per prevailing GFR norms shall be liable to be refunded to APEDA.

42. Any information/ Declaration/ Undertaking/Return or any other document provided by the applicant shall be governed by the provisions of Jan Vishwas Act ,2023 as amended from time to time.

PROCEDURE FOR FILING OF APPLICATION AND DOCUMENT REQUIREMENTS

1. A detailed proposal containing company profile, nature of the project, existing infrastructure, proposed infrastructure, benefit from the proposed facility in terms of capacity increase / quality up gradation, existing and proposed process flow chart, intended market viability etc. The cost of project should be duly supported by Quotations (for equipment), Bills of quantity (for civil work) etc.
2. It is mandatory for the applicant to file the application online for seeking financial assistance through the “Submit BKNY Application” in the “Schemes” Menu given on APEDA website www.apeda.gov.in.
3. APEDA shall prescribe fee (non-refundable) for the online applications to be paid at the time of submission of the application. After successful submission of the application, an application tracking number shall be generated by the Scheme management system for the regular tracking of the application.

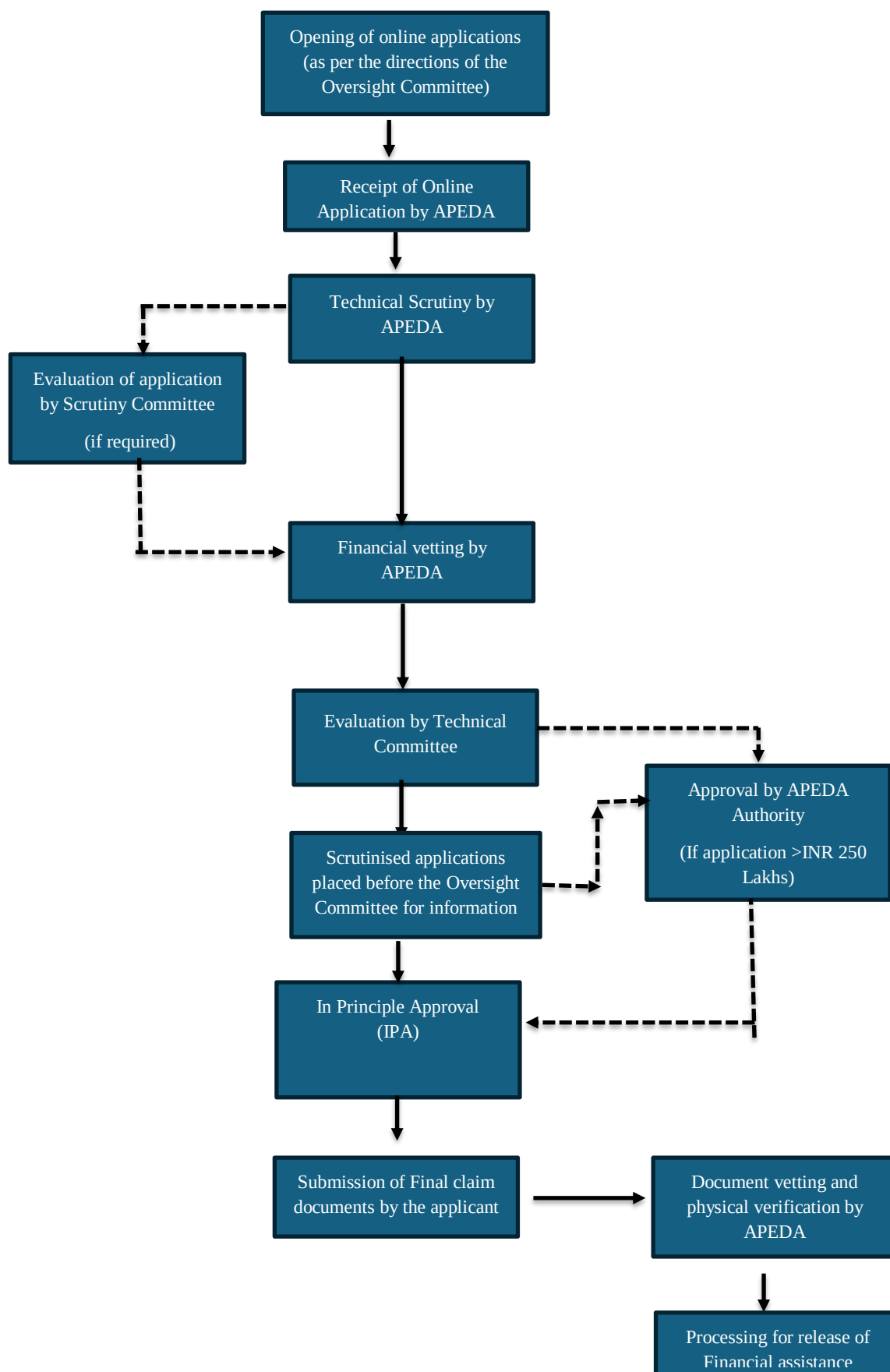
PROCEDURE FOR APPROVAL

Process followed for approval of grants is presented below:

- a. For every financial year, APEDA shall call for applications from its Registered RCMC holders for financial assistance under the Scheme.
- b. Given the availability of funds, and specifically for the scheme components related to Infrastructure Development and the works component of Quality development, APEDA, after taking approval of the Oversight committee, shall invite applications from RCMC holders of designated priority groups, based on Product Priority /Geographical location/ first time applicants and any other relevant criteria, in order to ensure the judicious and balanced distribution of assistance across geographic area, priority products and category of beneficiaries.
- c. The Oversight Committee shall consist of :
 - i. Additional Secretary (EP – Agri), D/o Commerce – Chairman
 - ii. Joint Secretary (EP-Agri), D/o Commerce
 - iii. Chairman, APEDA
 - iv. Director/ Deputy Secretary (EP – Agri), D/o Commerce
 - v. Director, APEDA
 - vi. Secretary, APEDA – Convener
 - vii. All HoD/ Division heads of APEDA
- d. The Oversight Committee shall meet from time to time.
- e. The application window will be closed once the financial value of the assistance sought reaches twice the value of available funds for that sub component for the particular financial year.
- f. APEDA RCMC holders of the identified categories (based on Geographic location, Product, category of RCMC holder etc) shall submit online application seeking financial assistance through APEDA portal along with specified documents.
- g. Duplicate applications and applications not from the designated geographical area/ products/ category of RCMC holders, as called by APEDA, shall not be considered for further processing and such applicants shall be informed accordingly.
- h. Applications complete in all respects shall undergo initial scrutiny and financial examination by APEDA.
- i. Duly scrutinised applications shall then be presented before the Technical Committee (TC) for technical and financial evaluation and examination.

- j. Applications recommended by the Technical Committee shall be placed before the Oversight Committee for information.
- k. Applications involving project cost exceeding Rs. 250 lakhs shall be placed before APEDA Authority for approval for issuance of IPA.
- l. Technically and financially examined proposals shall be processed for grant of in-principle approval (IPA).
- m. The applicant shall furnish all required final claim documents and information as per conditions mentioned in IPA, complete in all respect to APEDA. The period may be further extended by APEDA on a case by case basis.
- n. The final claim documents so submitted by the applicant shall be vetted and physical verification of the asset/ facility created out of the financial assistance shall be conducted by APEDA. In case of any discrepancy clarification / required documents shall be sought from the applicant.
- o. After satisfactory physical inspection and scrutiny of final claim documents, the financial assistance shall be processed for disbursement. APEDA shall charge processing fee (as approved by DoC) on eligible amount @ 5% + GST (non-refundable under any circumstances) thereon. The processing fee shall be deducted at the time of release of funds to the applicant. The assistance amount shall be disbursed to the applicant directly in their bank account as per details submitted in the application.
- p. APEDA reserves the right to consider only those applications that are technically, economically, and financially viable, in accordance with the directions issued by the concerned Department/Ministry, the BKNY and APEDA's internal policies as applicable from time to time

Representative process flow of application:



SUBMISSION OF FINAL CLAIM DOCUMENTS

1. It is the responsibility of the beneficiary to file final claim documents complete in all respects before the expiry of the original or extended validity, if any, of the In-Principle Approval. For financial assistance in certain sub-components where IPA is not required, the final claim documents shall be submitted within a period of three months of the completion of the activity.
2. The applicant is required to submit the following documents as applicable for re-imbursement of financial assistance, from APEDA: -
 - i. CA Certificate in prescribed format (Annexure VI). The CA firm should mention the registration no. issued by Institute of Chartered Accountants besides name, designation and membership no. of the CA signing the certificate.
 - ii. Bank statement reflecting debit entries of payment released to vendors/ suppliers/ foreign suppliers and such entries must be highlighted.
 - iii. For cash payments exporters/implementing agencies must follow the Government of India's provisions for such payment. Proper receipts from vendors/ suppliers/ agencies must be submitted. The limit of cash payment as per Income Tax Rules as applicable to be followed. (Rs. 10,000/-, at present).
 - iv. An Indemnity bond of Rs 100/- Non-Judicial Stamp Paper, as per proforma given in Annexure VII for capital assets/ equipment etc.
 - v. For capital / movable assets including civil construction etc., must be showing acknowledgement of APEDA's assistance (APEDA logo in actual colour and design along with words "Assisted by APEDA" shall be painted. It may be noted that stickers are not permitted.
 - vi. Installation certificate from Chartered Engineer for capital assets.
 - vii. For imported equipment, Bill of Entry shall be provided by the applicant.
 - viii. Financial assistance for organic products shall be subject to submission of valid Scope Certificate for processing facility issued by an Accredited Certification Body under NPOP.
 - ix. For in-house laboratory equipment assistance, the qualification and experience of the technician for handling the equipment shall be submitted
 - x. Photographs of laboratory showing entry of payment in accordance with bank statement on the Laboratory Testing software etc. shall be submitted along with claim documents
 - xi. Audit surveillance format (Annexure V) along with certification manual and inspection report should be submitted with final claim documents for obtaining assistance for quality, food safety management systems, sustainability and ethical certifications.
 - xii. For seminars/group activities, a statement related to the specific activity for which sanction is granted duly certified by Chartered Accountant / Utilization Certificate in case of Govt. agency.
 - xiii. For seminars/group activities, a detailed report must also be submitted along with photographs.
 - xiv. A copy of the feasibility study report wherever applicable shall be submitted.
 - xv. A certificate from the concerned institute regarding completion of the training along with the fee paid for the training cost shall be submitted in APEDA after completion of the training for claiming financial assistance.
 - xvi. For claim under sub-component 5, the applicant shall submit a declaration stating that the sampling and analysis was carried out for exports. A CA certificate for this shall be submitted along with claim.
 - xvii. Applicants availing assistance under these special categories (75%) shall submit an undertaking confirming their continued eligibility under the said category on an annual basis for a period of three years from the date of disbursement.
 - xviii. Aadhaar number shall be provided by the applicant in all cases i.e. proprietor, partners, directors/ member as the case may.

ANNEXURE - I
DOCUMENTS SPECIFICALLY REQUIRED FOR COMMON INFRASTRUCTURE UNDER COMPONENT
1(E)

Appendix –1

Template of DPR

1. **Name of the applicant/ company / firm with details of registration no. of company / firm along with names of the directors/promoters in the prescribed format:**

S No.	Particulars	Details
i.	Name of Applicant	
ii.	Type of organization (Govt. Institution / organisation, NGO, Co-operative)	
iv.	Location of Project (North East States, Himalayan States, Islands & ITDP Areas)	

2. **Contact details of the Head of organization & Project handling agency including addresses, telephone, mobile, fax, e-mail, website, PAN etc.**

S No.	Name of Promoter(s)/Partner(s)	Address	Telephone No.	Mobil e No.	E- mail Id	PAN No.	Any other details
1.	Head of organization						
2.	Project handling Agency deputed by Head of Organization (Applicant)						
Please add additional rows, if needed							

3. **Past experience of organization for Common Infrastructure Projects (Agriculture/Food Processing, Cold Chain (Pl. enclose documentary evidence regarding experience and turnover)**

S No.	Name of Project	Funding pattern	Status	Remarks, if any

4. Project Details:

- a. Main objective and activity of the project.
- b. Sector of Project (Agriculture, Floriculture, Horticulture, Processed Foods, Dairy, Meat, Poultry, ready to Eat/Ready to Cook/ Mixed etc.):

5. Land Details.

- i. Proposed Locations of Land for all project facilities and status of their acquisition along with longitude & latitude coordinates

Location of Land	Facility (Distribution Hub/ Farm Level Infrastructure)	Area (Sqm)	Status of possession (Owned/ leased**) (Document Submitted Yes/No)	In case of lease (Period of lease in years **) (Documents Submitted Yes/No)	Status of Land Use Conversion (CLU) (Document Submitted Yes/No)	Connectivity Details. Distance (in kms) from: a. National Highway b. State Highway c. Freight corridor d. Golden Quadrilateral	Distance from Catchment Area (kms)	Coordinate Details (Longitude & Latitude)	Ref Pg no. in DPR*
Land 1									
Land 2									

*DPR should have a detailed chapter on proposed land, raw material production and supply statics for the catchment area and destination for exports along with export business plan.

** In case of leased land, period of lease should be not less than remaining period of 15 years.

6. Proposed Facility

S. No.	Type of facilities proposed to be created (list of machineries)	No. of Units	Total Capacity [MT/Litres, MT/Hr., where ever applicable]	No. of Days of operation of each facility in a year
i.				
ii.				
iii.				
iv.				
v.				

7. Proposed Project Financials

a. Estimated Project cost details

Item	Amount (Rs. in lakh)
Site Development	
Technical Civil Work (TCW)*	
Other Civil Works	
Plant & Machinery (P&M)**	

Item	Amount (Rs. in lakh)
Common Utilities like Water/ETP/ STP, etc.***	
Pre-operative Expenses	
Interest During Construction	
Margin Money for Working Capital	
Contingencies	
Add other items not listed above	
Total Project Cost	

* The component wise cost breakup of technical and other civil work and plant and machinery should be provided in the Chartered Engineer certificate in the prescribed format as enclosed as [Appendix 2](#).

***The cost of common utilities may be provided in Chartered certificate where ever applicable.

b. Means of Finance

Item	Amount (Rs. in lakh)
(a) APEDA's contribution as grant-in aid	
(b) Own funds	
(c) Term loan, if any	
Total	

c. Basic Revenue Projections

Item	Year 1	Year 2	Year 3	Year 4	Year 5
Turnover					
Cost of Operations					
Gross Profit					
Earnings Before Interest, Tax, Depreciation and Amortization (EBITDA)					
Profit before taxation					
Profit after taxation					

d. Financial Parameters (as per Bank Appraisal Note)

S No.	Particulars	Details (Ratio/%)
i.	Internal Rate of Return (IRR) [(a) With and (b) without grant]	

ii.	Avg. Debt Service Coverage Ratio (DSCR)	
iii.	Break Even Point (BEP)	
iv.	Debt-Equity Ratio	

8. Availability of Raw Material in the Catchment Area - provide details such as Adequate Volume, Wider Mix of Raw Materials, Days of Operation in a Year along with supporting data for processing and exports.

9. Details of the catchment area of the project.

S. No.	Location of the Catchment (Primary/secondary)	Name Village/Dist./APMC	Commodities to be sourced	Quantities to be sourced (per annum)

*DPR should comprise of detailed chapter on proposed catchment (production and supply statistics)

10. Employment Generation projections

- a. Direct Employment:
- b. Contractual Employment with no. of days:
- c. Indirect Employment (specify):

11. Details of renewable/ alternate energy sources including solar energy, if any, proposed to be used for operating the project including inter alia details of power generation.

12. Details of adoption of modern technology for reducing the carbon footprints and increasing operational efficiency: -

Sl. No.	Name of technology/ item	Basic cost (excluding taxes etc.)	How the technology will help in reducing carbon footprint and/or increase in operational efficiency

13. Details of O&M agency and its activity profile

Name of O&M Agency	Date of Agreement	Copy enclosed (Yes/NO)

14. Details of Agreement with the exporters for user facility for exports

Name of the exporter	Date of Agreement	Copy enclosed (Yes/NO)

15. Export projections for next five years.

Year	Product description	Quantity (in MTs)	Value (in Rs. Lakhs)	Export destination

16. List of Manufacturers/ Suppliers of plant and machinery (enclose quotations)

- (a)
- (b)
- (c)

Signature of the Applicant authorized by the Organization

Date: _____ **Place:** _____

Note- in case application is signed by authorized person of the organization then authorization letter may be submitted along with the application.

Appendix-2

CE Certificate (Civil) Format for Technical Civil Work and Plant and Machinery: (Letter Head of the CE)

CE certificate (With membership/registration No. of CE) in the following format:

Date:

Name of Project:

Location with address:

Date of site Visit by Chartered Engineer:

Project Progress: (If project has multiple locations, the location wise details should be submitted in below format for each location)

(a) Civil Works

Sl. No.	Name of Component	Proposed Area (sq.m)	Proposed Cost (Rs. in lakh)	Rate/ Unit(Rs./Sqm)
	Total			

(b) Plant and Machinery

Sl. No.	Name of Component	Proposed Quantity	Proposed Cost (Rs. in lakh)		Supplier/ Manufacturer (Supported by quotations)
			Basic Cost	Taxes, Freight, installation, insurance	
	Component -1				
	Component -2				
	TOTAL				

Signature and Seal of C.E.

Counter signature of promoter/ authorized signatory of company with Seal.

Appendix-3

DRAFT OF MEMORANDUM OF UNDERSTANDING (MoU)

This Memorandum of Understanding is executed on this day of the month of20- between Agricultural and Processed Food Products Export Development Authority (APEDA), constituted under Agricultural and Processed Food Products Export Development Authority Act 1985 (No.2 of 1986), mandated with the responsibility of export promotion and development of agricultural and Processed food products, having its Head Quarter at Third Floor, NCUI Building, 3 Siri Institutional Area, Opp. Asiad Village, August Kranti Marg, New Delhi-110016 (hereinafter referred to as APEDA)

And(hereinafter referred to as “The Agency”) having its office at

And whereas, “The Agency” is mandated with export promotion of agricultural commodities from the state of..... and has submitted a proposal for

And whereas APEDA has agreed to provide a grant-in-aid of Rs..... (Rupees) hereinafter be called as “Grant Amount”) to the “ The Agency “ for ‘the project’.

Now, therefore, both the parties to the MoU have agreed to set up and strengthen this project and abide by the following.

1. Grant would be released by APEDA to the Agency in three instalments of 40%, 40% and 20% as per the following terms:
 - a) 1st instalment of 40% of the approved grant under the scheme will be released after receipt of valid bank guarantee of 50% of the assistance amount valid for the entire duration of the project plus 12 months.
 - b) 2nd instalment of 40% of the approved grant under the scheme will be released after proof of expenditure including applicant’s share of contribution towards the project. Applicant must furnish
 - Utilization of first instalment of grant released by APEDA ([Appendix 4](#)),
 - Expenditure statement of applicant’s share of contribution towards project
 - CA certificate along with all the bills and bank statement ([Appendix 5](#))
 - Report of physical inspection conducted by APEDA recommending release of next tranche of payment.
 - Any other document specified by APEDA.
 - c) Final instalment of 20% of the approved grant under the scheme will be released on commissioning of the project along with signing of O&M contract with the end users along with following documents.
 - Utilization of second instalment of grant released ([Appendix 4](#)),
 - CA certificate along with all the bills and bank statement ([Appendix 5](#))
 - Report of physical inspection conducted by APEDA recommending release of final tranche of payment
 - Any other document specified by APEDA.
2. The grant released shall be kept in a separate bank account opened exclusively for the proposed project.

3. After successful execution of the project after the release of the final instalment APEDA role is completed and it is responsibility of the agency to monitor the project to ensure that it runs successfully.

4. APEDA shall charge processing fee as approved by DoC on disbursed amount (presently 5% + GST as applicable). The processing fee shall be deducted at the time of release of funds to the applicant. The processing fee deducted by APEDA shall form part of project cost. In case, at any stage, any project cannot take off due to any technical or financial reason APEDA shall recover the whole assistance amount including processing fee, interest @ 10% per annum and penalty up to 5% of the sanctioned grant.

5. The responsibility of running, operation and maintenance of the project and all statutory liabilities (legal or financial) accruing from 'The project' rest with The Agency. The Agency will have to comply with the following terms and condition:

- a) The funds or facility shall not be diverted or utilized for the purpose other than, for which it is sanctioned.
- b) The agency shall make effective utilization of the assets only for the purpose as visualized, specified and understood under the Scheme.
- c) The agency shall maintain the assets in good working condition at all times at the given address of the agency.
- d) The agency shall furnish to APEDA such statement of account and of performance, or any other information called for by APEDA from time to time.
- e) The Agency will acknowledge the assistance of APEDA by painting the APEDA logo with words "Assisted by APEDA" at a prominent place at 'The Project'.
- f) The agency shall comply with any term or condition that may be imposed from time to time by APEDA to ensure to achieve the objective of the Scheme and on such condition, being imposed on the agency by notice in writing, the same shall be binding on the agency.
- g) The agency shall not sell or transfer or alienate or other part with the possession in whole or part of the assets without prior approval by APEDA.
- h) The agency shall allow the representative of APEDA to inspect the assets and the place of operation of the agency from time to time; and the agency shall allow such inspection without any hindrance whatsoever.

6. The charges for utilization of the facility would be decided in consultation with APEDA and will be notified by 'The Agency' in the public domain. These charges will be fixed on a scientific basis after examining the relevant factors including cost of services, maintenance/repairs, cost of hiring labour etc.

7. A monitoring committee will be constituted by APEDA to monitor the progress and utilization of project.

8. The project shall be commissioned by the Agency within a period of months from the date of signing of MoU.

9. The Agency has committed to set up the project within a period of months from the date of signing of MoU. In case of any delay, a penalty of 1% will be imposed for each month delay subject to a maximum of 5% of the project cost.

10. In case of any dispute arising on any of the matter, both the parties agree to settle the dispute amicably. In case the issue is not settled within a period of 3 months of issue of matter then all disputes arising between the parties as to the interpretation, operation, or effect of any clause in this deed or any other difference arising between the parties, which cannot be mutually resolved shall be referred to Courts/ Tribunals having jurisdiction over Delhi only.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum on the day, month and year first above written and concluded it at New Delhi.

For and on behalf of APEDA

For and on behalf of

Witness 1.....
 2.....

Appendix- 4

Utilization Certificate as per GFR 2017

S. No.	Letter No. & Date	Amount
1.		

Certified that out of Rs. of grant-in-aid sanctioned during the year _____ in favour of _ under this Ministry/ Department letter No. given in the margin and Rs. on account of unspent balance of the previous year, a sum of Rs. _____ has been utilized for the purpose of _____ for which it was sanctioned, that the balance of Rs. remaining un-utilized at the end of the year _____ has been surrendered to Government (vide No. dated _____) / will be adjusted towards the grants-in-aid payable during the next year _____.

Certified that I have satisfied myself that conditions on which the grant-in-aid was sanctioned have been duly fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised:

1.

2.

Signature of Promoter/ Authorized signatory of Company with seal _____

Date _____

Counter signature of
Chartered Accountant with
CA Registration No. with
UDIN

Appendix-5

CA Certificate Format
(Letter Head of the CA)

Date:**CA certificate (With membership No. and firm registration No. of CA) in the following format:-**

The certification is based on the verification of books of accounts, bills, invoices, work orders, bank statements, etc. related to the (name of the project).

i. Project Cost: (Rs. in lakh)

Sl. No.	Name of the Component/Item	Cost approved by APEDA	Actual expenditure incurred as on -----		
			Basic	Taxes etc.	Total
1.	Land/development charges				
2.	Civil works ☐ Technical civil works ☐ Other civil works				
3.	Plant & Machinery				
4.	Misc. Fixed Assets				
5.	Others				
	TOTAL				

ii. Means of Finance: (Rs. in lakh)

Sl. No.	Item	Means of finance approved by the APEDA	Actual expenditure incurred as on -----
1	Promoter's Equity		
2	Term Loan		
3	Grant from APEDA		
4	Unsecured loan*		
5	Others		

*Details of unsecured loans along with PAN No. of lenders, if any, duly certified by CA.

*Details of advance payment should be provided separately in Annexure

Signature and Seal of C.A and UDIN

Counter signature of promoter/ authorized signatory of company with Seal.

Annexure to CA certificate certifying details of payments made for Plant & Machinery and						
Sl. No.						
Name of Party						
Components						
Voucher /Bill no.						
Date of Voucher/Bill						
Basic Cost						
Taxes, freight, installations, insurance costs						
Total Cost						
Date of Payment as per bank statement						
Mode of Payment						
Transaction reference no.						
Amount paid as per bank statement						

ANNEXURE II

Indicative list of equipment for chemical and microbiology disciplines for commercial and in house laboratories

Sr. No.	Details of laboratory Equipment	Target usage for sample preparation and analysis
1.	LC-MS/MS	Residues of antibiotics, drugs, organic acids, vitamins
2.	GC-MS/MS	Residues of pesticides, volatile compounds
3.	ICP-MS, LC-ICPMS, ICP-OES, ICP-AES, AAS,	Heavy metal contents
4.	HR-GC	Dioxins, PCP analysis
5.	NMR	Identification of product origin
6.	HR-MS, IR-MS, CHN analyser	Carbon foot printing, carbon, hydrogen, nitrogen estimation
7.	HPLC, UHPLC, HPLC-UV, RI, PDA, FLD, Kobra Cell, etc.	Aflatoxin contents analysis
8.	GC-NPD, ECD, etc.	Pesticides residue analysis
9.	DNA Sequencer	DNA identification
10.	RT PCR, PCR	GMO analysis
11.	Visco meter	Viscosity measurement
12.	FTIR	Proximate profiling
13.	Spectrophotometer	Proximate profiling
14.	UV Visible spectrometer	Proximate profiling
15.	Analytical weighing balances	Sample, CRM, chemical, weighing
16.	Conductivity meter	Conductivity measurement
17.	Centrifuge/high speed centrifuge/refrigerated centrifuge	Sample extraction and centrifuge
18.	Wet & dry grinder, mill, desiccators, vortex, homogenizer	Sample preparation and homogenisation
19.	pH meter	pH level measurement
20.	Extraction, Heating mantles	Sample extraction and heating
21.	Distillation, Digestion unit, Microwave Digestion	Water & sample distillation and digestion
22.	Polarimeter	Polarity measurement
23.	Binocular microscope/3D microscope	Microscopy counting and imaging
24.	Membrane filtration apparatus	Sample filtration
25.	TLC, Eliza reader and scanner	Rapid scanning method
26.	UV Cabinet	Sample extraction
27.	Water bath	Water bath
28.	Melting point apparatus	Heating
29.	Quartz Water Distillation	Water distillation
30.	Laminar Air Flow	Sample extraction
31.	Hot Air Oven	Heating and moisture analysis
32.	Muffle furnace	Sample preparation
33.	Autoclave (horizontal, vertical)	Sterilization of apparatus, glassware, media, disposable
34.	Fume hoods	Sample extraction
35.	Incubators	Sample incubation
36.	Stomacher	Sample preparation
37.	Moisture Meter/Digital moisture meter	Moisture level measurement
38.	Magnetic Stirrers	Sample extraction
39.	Solid Phase Extractor	Sample extraction
40.	Burners	Aseptic work and other burning
41.	Refractometer/ Digital refractometer	TSS measurement
42.	Hunter Lab	Colour measurement
43.	Stability Chambers	Shelf-life studies

44.	Deep freezer (Minus 20°C)/Lab scale Refrigerator	CRM storage
45.	Automatic Soxhlet apparatus	Fat extraction
46.	Kjeldahl apparatus	Protein estimation
47.	Electrophoresis	Protein identification
48.	Solvent extractor	Extraction of compounds from food samples
49.	Colony counter	Bacteria colonies counting
50.	Bio-safety cabinet	Sample extraction
51.	Thermometer/Digital thermometer	Temperature measurement
52.	Bomb Calorimeter	Measuring calorific value
53.	CO ₂ incubator	Sample incubation
54.	Rotary evaporator	Sample concentration

ANNEXURE III

Format of Fee Structure for HACCP/ISO and Food Safety Management System implementation to be obtained by exporters from APEDA recognized agencies.

(I) Tentative fee structure to be provided to registered exporters of APEDA for HACCP, FSMS, ISO implementation (to be submitted by implementation agency along with application)

Cost in Rs.

- (A) Establishing and assembling in-house team
 - Describing product
 - Identifying intended uses
 - Establishing flow diagram Confirming flow diagram
 - Establishing GMPs, GHPs, and sanitations
 - Listing potential hazards, conducting hazard analysis and any measures to control
 - Determining Critical Control Points CCPs
 - Establishing critical limits for each CCP
 - Establishing monitoring system for CCPs
 - Establishing corrective actions
 - Establishing verification procedures
 - Establishing documentation and record keeping Preparation of SOPs
- (B) Awareness/Training
- (C) Tentative travel & hospitality expenses (not more than 25% of implementation cost)
- (D) Taxes

TOTAL

DATE:

PLACE:

AUTHORISED SIGNATORY

NAME & DESIGNATION

(II) Tentative fee structure to be provided to registered exporters of APEDA for HACCP, FSMS, ISO certification (to be submitted by certification agency along with application) Cost in Rs.

- (A) Registration fee
 Audit fee
 Accredited Certification fee
- (B) Tentative travel and hospitality expenses (not more than 25% of certification cost)
- (C) Cost of periodic surveillance for 3 years with periodicity
- (D) Taxes

TOTAL

DATE:

PLACE:

AUTHORISED SIGNATORY

NAME & DESIGNATION

(III) Format of Fee Structure for Sustainability and Ethical Certifications

Tentative fee structure generated by the CB to be submitted by the registered exporters of APEDA for Sustainability and ethical certifications.

Cost in Rs.

- A) Registration fee
- B) Certificate license fee
- C) Audit fee
- D) Tentative travel and hospitality expenses

(not more than 25% of certification cost)

- E) Cost of periodic surveillance for 3 years with periodicity
- F) Taxes

TOTAL

Date:

Authorised name and Designation

Signatory:

Place:

ANNEXURE IV

LINKAGE SHEET

Consolidated Statement of Firm registration no/Invoice Contains details of Payment/Phyto no./Container no. & Test Reports

S. No	Farm Registration No.	Invoice No. & Date	Laboratory Payment Details							Phytosanitary certificate no. Date	Container no.
			Name of Laboratory (Recognised Laboratory of APEDA)	Bill Amount	TDS Amount	Net Amount	Cheque No. & Date	Laboratory Certificate/ Test Report no.	Test Report Result		

ANNEXURE V

FORMAT OF UNDERTAKING FOR SURVEILLANCE

(To be submitted with reimbursement claim)

(Name of the exporter)

(address of the unit)

(products for which certification has been granted)

shall undertake surveillance conforming to certification procedures for the full period of validity of the certificate as mentioned in the certificate or for three years. The periodicity of the surveillance would be as per the scope of the certification programme. We also agree to furnish the surveillance reports, non-conformities and compliances thereof on completion of the surveillance to APEDA. In case the surveillance is not undertaken by us (the exporter) our registration with APEDA may be cancelled along with recovering financial assistance provided by APEDA.

Place:

Date:

Name of the exporter:

Authorized Signatory

ANNEXURE VI

PROFORMA OF CHARTERED ACCOUNTANTS CERTIFICATE FOR CLAIM (on the letterhead of the Chartered Accountant)

Certified that an expenditure of Rs. _____ (in _____ words)
has been incurred by M/S _____ during the period from _____

(Date of Sanction letter) _____ to towards _____ (Project)

The following are the payment particulars: Bill No. and date
(claimed by the agency through which the project was executed)

Amount (Rupees):

Particulars of payment made by the exporter have been crosschecked with bank statement and are duly verified:

Cheque	Date	Name of the Party	Payment Towards Invoice No.	Date of Clearance of Cheque	Reference no of bank clearance	TDS Deducted & Deposited (Rs.)	Net Amount Paid (Rs.)

Dated:

Signatures of Chartered Accountant
Along with UDIN and Seal.

ANNEXURE VII

TO BE SUBMITTED IN CASE OF REIMBURSEMENT OF GENERATION OF ASSETS (ON Rs.100 NON-JUDICIAL STAMP PAPER)

		BOND made this day of ,in favour of AGRICULTURAL AND PROCESSED FOOD PRODUCTS EXPORT DEVELOPMENT AUTHORITY , an Authority established by an Act of Parliament, the Agricultural and Processed Food Products Export Development Authority Act, 1985 having its Office at 3 rd Floor, NCUI Building, 3 Siri Institutional Area, August Kranti Marg, (Opp. Asiad Village), New Delhi – 16 (hereinafter referred to as “APEDA” which expression shall, unless repugnant to the context, include its successors and assigns) of the One Part.
	*	By
INDIVIDUAL		Shri _____ son of Shri _____ Resident _____ of _____ (hereinafter called ‘the Beneficiary’, which expression shall, unless repugnant to the context, include his heirs, legal representatives, executors, administrators, successors and assigns)
SOLE PROPRIETOR	*	Shri _____ Sole Proprietor of M/S, _____ having place of business at _____, (hereinafter called the Beneficiary, which expression shall, unless repugnant to the context, include his/her, legal representatives, executors, administrators, successors and assigns).
PARTNERSHIP FIRM	*	M/S _____, a partnership firm duly registered under the Indian Partnership Act, 1932 having its place of business at _____ through its s registered Partner Shri/Smt. _____ (Hereinafter called the Beneficiary, which expression shall, unless repugnant to the context. Include all the Partners of the Firm and their heirs, legal representatives, executors, administrators, successors and assigns)
COMPANY	*	M/s _____, a Company registered under the Companies Act, 2013 having its registered Office at _____ (hereinafter called ‘The beneficiary which expression shall, unless repugnant to the context, include its successors and assigns of the Other Part. WHEREAS APEDA has evolved and announced a Scheme known as (specify name of the scheme) _____ (hereinafter called ‘the scheme’) on such terms and limitations as contained in the Scheme. Strike off whichever is not applicable. AND WHEREAS the Beneficiary has been registered himself/itself for availing the benefits under the scheme as per the relevant norms, conditions and eligibility criteria, therefore. AND WHEREAS APEDA announced a project to provide financial assistance for (Specify the nature of assistance/activity)

INSPECTION	9.	The Beneficiary shall allow the representative of APEDA to inspect the assets and the place of operation of the Beneficiary from time to time; and the Beneficiary shall allow such inspection without any hindrance whatsoever.
2.		In case of breach of any of the terms of this bond, or the terms that may be imposed by APEDA from time to time as aforesaid and/or the terms of the Scheme, the decision in this regard of the Chairman of APEDA shall be at liberty to recover the full amount of reimbursement together with interest thereon @ 12% per annum; and shall be at liberty to take any Civil and Penal action as may be advised including cancellation of the Registration-cum-Membership Certificate of the Beneficiary with APEDA, black-listing of the Beneficiary as an exporter by public notice or otherwise, and to informing the same to the Financial Institution, Banks and the Chief Controller of Exports and Imports. If any dispute or difference arises between APEDA and the Beneficiary in connection with, arising out of or touching the terms of this Bond, and/or the Scheme or in relation to the interpretation of the terms thereof, the same shall be referred to the Sole Arbitration of the Chairman of APEDA: or at his discretion, to an officer appointed by him: and the decision of the Sole Arbitrator shall be final and binding on APEDA and the Beneficiary. The provisions of Arbitration and Conciliation Act, 1996, shall be applicable to such Arbitration; and the venue shall be New Delhi. Subject to clause 3 above, the jurisdiction to deal with the disputes, claims and rights of the parties, has agreed to be confined to the Courts in Delhi only, and no other Court shall have jurisdiction to entertain the same. IN WITNESS WHEREOF the Beneficiary has executed this bond in NEW DELHI on the day, month and year first above written. SIGNED, SEALED AND EXECUTED. By the above described M/s..... Through In the presence of
WITNESS		
1. Name Address:		Signature of the Witness
2. Name Address:		Signature of the Witness

(THIS BOND NEEDS TO BE NOTARIZED WITH DATE. EACH PAGE OF THIS BOND ALSO NEEDS TO BE NOTARIZED BY THE NOTARY AND SELF CERTIFIED BY THE EXPORTER WITH COMPANY SEAL)

ANNEXURE VIII

Indicative list of institutes where exporters can select training programmes for strengthening of technical and managerial skills.

1	ICAR institutions
2	Central / state govt. Agriculture Universities
3	Indian Institute of Foreign Trade
4	NIFTEM, Kondli, Haryana
5	CFTRI, Mysore
6	ICRISAT, Hyderabad
7	Defence Food Research Laboratories
8	Indian Institute of Technology (IITs)
9	Indian Institute of Management (IIMs)
10	National Institute of Agricultural Extension Management (MANAGE), Hyderabad
11	National Institute of Agricultural Marketing, Jaipur
12	NIRD, Hyderabad
13	Indian Institute of Banking Management, Pune
14	Organizations under United Nation for the development of Agriculture sector, UNCTAD- Empretec
15	Any other reputed National and International institute providing training in development, quality management and export in Agriculture and Processed food sector.
16	International Rice Research Institute (IRRI)

ANNEXURE IX
CA Certificate Format
(Letter Head of the CA)

Date:

CA certificate (With membership No. and firm registration No. of CA) in the following format:-

The certification is based on the verification of books of accounts, bills, invoices etc. related to the_(name of the project).

i. Project Cost: (Rs. in lakh)

Sl. No.	Name of the Component/Item	Cost approved by APEDA	Actual expenditure incurred as on -----		
			Basic	Taxes etc.	Total
1.	Faculty/ Resource Person Fee				
2.	Training Venue & Logistic Costs				
3.	Training Material and Content Development				
4.	Participant Support costs				
5.	Others				
	TOTAL				

Signature and Seal of C.A and UDIN

Counter signature of promoter/ authorized signatory of company with Seal.

ANNEXURE X

Sampling and Analysis of Organic Products from Grower Groups

1. Objective

To define the procedure for reimbursement of charges incurred for analysis of 2% farmer samples from each Grower Group, as mandated by the National Programme for Organic Production (NPOP) 8th Edition.

2. Scope

This applies to all Grower Groups certified by Certification Bodies (CBs) accredited under NPOP. It covers the reimbursement of laboratory testing charges incurred for the 2% farmer sampling in APEDA-recognized laboratories for organic products. However, this shall not be applicable for 5% mandatory sampling carried out by Certification Body annually which is borne by the CB.

The list of APEDA-recognized laboratories is available at the [following link](#).

3. Context and Policy As per Clause 4.4.1.3 (iii) of the 8th edition of the National Programme for Organic Production (NPOP), it is mandatory to analyse samples from a minimum of 2% of farmers in each Grower Group every year to detect the presence of unauthorized substances in the organic production process.

4. Sampling and Testing Requirements

- a. Certification Body identifies 2% of farmers within each Grower Group for testing annually.
- b. Samples shall be drawn as per procedure for sampling of organic products and as amended from time to time ([Appendix-6](#))
- c. Sampling shall be carried out during annual inspection of the grower group. Sample shall be drawn only by the trained authorized personnel of laboratory/ certification body inspector.
- d. Two individual samples shall be drawn from the lot of 2% of farmers of each Grower Groups. Out of this one composite sample shall be prepared by the sampler for analysis. The other sample shall be retained as individual samples for counter analysis if needed.
- e. The composite samples shall be then divided in three parts, one sent to the laboratory for testing and two counter samples, one each shall be retained by the Certification body and ICS of the grower group.
- f. Counter samples of individual farmers shall be retained by the certification body, respective farmers and the ICS of the grower group for future root cause analysis.
- g. The retention period of the counter samples shall be minimum six months.
- h. Composite Samples must be tested only in APEDA recognized Laboratory for Organic Products
- i. Grower Group pays the laboratory for testing and obtains a receipt.

5. Testing Parameters

The testing parameters include:

- a. Pesticide Residues
- b. Heavy Metals
- c. Genetically Modified Organisms (GMO)
- d. Ethylene Oxide (ETO)
- e. Any other contaminants including fumigants

For lots destined for exports to EU, the list of agrochemicals circulated vide advisory dated 17.10.2024 (and as amended from time to time) shall be followed. ([Appendix-7](#))

6. Procedure for Submission of Reimbursement Request

The Certification body shall submit the request of the grower groups for reimbursement of testing charges along with the following documents

- a. Formal application requesting reimbursement as per prescribed format ([Appendix-8](#))
- b. Sampling plan indicating selected 2% members of the grower group
- c. Details of products for which testing has been carried out
- d. Test report of the composite sample from the laboratory.

- e. Copy of payment receipt issued by the laboratory
- f. Invoice raised by the CB to the grower group for the 2% testing
- g. Proof of payment by the grower group for testing charges
- h. Endorsement letter by CB on letter head regarding receipt of payment from the grower group against testing of 2% member farmers
- i. Declaration by CB on letterhead that these grower groups are not covered under 5% mandatory testing (whose charges are to be borne by the CB)
- j. Bank details of the grower group for reimbursement (passbook copy).

Scrutiny by APEDA

The Certification Body submits the reimbursement request to the Head of Department (HoD), Quality Division, APEDA.

The Quality Division scrutinizes the documents and, in case of any discrepancies, forwards them to the Organic Division.

Appendix 6

PROCEDURE FOR SAMPLING OF ORGANIC PRODUCTS FOR DETERMINATION OF PESTICIDE RESIDUES, HEAVY METALS & GMO

1. PURPOSE

The objective of these sampling procedures is to obtain representative sample from a lot for residue testing of pesticides, heavy metals, and detection of GMO.

2. SCOPE

These procedures cover all aspects Of sampling for organic produce.

3. RESPONSIBILITY

- a. Third party sampling to be carried out for analysis and testing of organic products under National Program for Organic Production (NPOP). Samples should be drawn by trained laboratory personnel or certification body inspector. The trained samplers must attain training from a competent authority on "Regulatory procedure for sampling of organic produce for the determination of pesticide residues, heavy metals and GMO testing".

4. DEFINITIONS

- 4.1 Lot:** A quantity of a food material delivered at one time and known, or presumed, by the sampling officer to have uniform characteristics such as origin, producer, variety, packer, type of packing, markings, consignor, etc. A suspect lot is one which, for any reason, is suspected to contain an excessive residue. A non-suspect lot is one for which there is no reason to suspect that it may contain an excessive residue.

Notes:

- a) Where a consignment consists of lots identified as originating from different growers, each lot should be considered separately for the purpose of sampling.
- b) A consignment may consist of one or more lots.
- c) Where the size or boundary of each lot in a large consignment is not readily established, each of a series of wagons, lorries, ship's bays, etc., may be considered a separate lot.

- 4.2 Primary sample/incremental sample:** One or more units taken from one position in a lot.

Notes:

- a) The position from which a primary sample is taken in the lot should preferably be chosen randomly but, where this is physically impractical, it should be from a random position in the accessible parts of the lot.
- b) The number of units required for a primary sample should be determined by the minimum size and number of laboratory samples required.
- c) Where more than one primary sample is taken from a lot, each Should contribute an approximately similar proportion to the bulk sample.
- d) Units may be allocated randomly to replicate laboratory samples at the time of collecting the primary sample(s), in cases where the units are of medium or large size and mixing the bulk sample would not make the laboratory sample(s) more representative, or where the units could be damaged by mixing.
- e) Where primary samples are taken at intervals during loading or unloading of a lot, the sampling 'position' is a point in time.
- f) Units should not be cut or broken to produce the primary sample(s), unless where subdivision of units is specified.

- 4.3 Bulk sample/Aggregate sample:** The combined and well-mixed aggregate of the primary samples taken from a lot.

Note:

- a) The primary samples must contribute sufficient material to enable all laboratory samples to be withdrawn from the bulk sample.
- b) Where separate laboratory samples are prepared during collection of the primary sample(s), the bulk sample is the conceptual sum of the laboratory samples, at the time of taking the samples from the lot.

4.4 Laboratory sample: The sample sent to or received by the laboratory is a representative quantity of material removed from the bulk sample.

Notes:

- a) It may be the whole or a part of the bulk sample.
- b) Replicate of laboratory samples may be prepared.

5. GENERAL REQUIREMENTS OF SAMPLING:

- a) Sample should be drawn only by the trained and authorized personnel of the laboratory/ or certification body inspector.
- b) The exporter/manufacturer must inform the recognized laboratory regarding sample drawl through an application with details of the lot/consignment, location, etc. (Format: Application for drawl of sample)
- c) Samplers should obtain sufficient quantity of the sample to ensure that the laboratories will have adequate amounts for processing and reanalysis if necessary (**Table 1**).
- d) If collecting from multiple containers as specified by the procedure to obtain the suggested amounts of the sample, samplers should confirm the products being sampled are from the same lot only.
- e) The minimum number of primary/incremental samples to be taken from a lot is determined from Table 1.

Table 1. Minimum number of primary samples to be taken from a lot

Category	Minimum number of primary samples to be taken from lot
Products, packaged or in bulk, which can be assumed to be well mixed or homogenous	Minimum 3 primary samples should be taken.
Products, packaged or in bulk, which may not be well mixed or homogenous	
Weight of lot(kg)	
< 50	03
50 – 500	05
> 500	10
Number of cartons, can or container in the lot	Minimum number of cartons, can or container in the lot to be covered
1 – 25	01
26 – 100	05
>100	10

- f) Each primary sample should be taken from a randomly chosen position in the lot, as far as practicable. The primary samples must consist of sufficient material to provide the laboratory sample(s) required from the lot.
- g) Primary samples should be combined and mixed well, if practicable, to form the bulk sample.
- h) In case, where units may be damaged (and thus residues may be affected) by the processes of mixing or sub-division of the bulk sample, or where large units cannot be mixed to produce a more uniform residue distribution, the units should be allocated randomly to replicate laboratory samples at the time of taking the primary samples. In this case, the result to be used should be the mean of valid results obtained from the laboratory samples analysed.

5.1 Preparation of the laboratory sample

- a) Where the bulk sample is larger than is required for a laboratory sample, it should be divided to provide a representative portion. A sampling technique, quartering, shall be used to prepare the minimum size required for laboratory samples as per **Table 2**.

- b) Precautions shall be taken to protect the samples, the material being sampled, the sampling instrument and the containers from adventitious contamination.

To prevent contamination always wear sterile gloves while handling the sample. Swab exterior area of sample container/ bag with 70% ethanol, should be sterilized prior to opening to prevent cross contamination.

- c) For GMO detection, the laboratory sample shall be of a size which ensures the quantification of the GM material at a presence corresponding to the MRPL with a statistical degree of confidence of 95%. When expressed in grain, the size of the laboratory sample shall be 3000 grains.
- d) Samples should be random, and an upper limit should be placed on a sample size.
- e) The minimum size of laboratory sample for GMO detection in cotton seed is 1.0 kg.

Table 2: Minimum size of laboratory sample for pesticide residues and heavy metals

Sr. No.	Commodity Type	Minimum size of laboratory Sample	Nature of primary samples to be taken
A	COMMODITIES FROM PLANT ORIGIN		
1.	Fresh fruit and vegetables (Single weighing more than 1.5 kg e.g. Melon and Squash etc.)	1.5-2.5 kg (Single large Melon or Squash exceeding 2.5 kg is acceptable).	
a.	Small sized fresh products units generally < 25 g (e.g.-Berries, Olives, Peas etc.)	1 kg	Whole units or packages, or units taken with sampling device.
b.	Medium sized fresh products units generally 25-250 g (e.g. Apples, Oranges, Pomegranate etc.)	1 kg	
c.	Large sized fresh products Units generally > 250 g (e.g. Cabbage, Cauliflower, Cucumber etc.)	2 kg	
2.	Pulses, Grains, Cereals, Tree nuts (e.g., Redgram, Black gram, Lentils etc.)	1.0 kg	Units taken with a sampling device as per number of primary samples required in Table 1
	Oil seeds (e.g. Peanut, Sesame, Soybean, Sunflower, Niger seed, Mustard, Safflower etc.), seeds for beverages (e.g. Coffee beans)	500 g	
3	Herbs (Fenugreek, Coriander leaves etc.)	0.5 kg	
	Dried herbs	0.2 kg	
	Spices (e.g. Cardamom, Pepper, Cumin, Coriander, Chilli powder, Ginger powder etc.)	1.0 kg	
4	All liquids and semi-solid foods (e.g. Juices, oils Canned/ jarred food)	16-32 ounces (approx.500 to 1000 mL)	
B	PRIMARY ANIMAL FEED COMMODITIES		Whole units or units taken with a sampling device as per number of primary samples required in Table 1
1.	Legume animal feeds, and other forages and fodders etc.	1 kg	
2.	Straw, hay and other dried products etc.	0.5 kg	
C.	PROCESSED FOODS OF PLANT ORIGIN		
1.	Secondary food commodities of plant origin (e.g. Dried fruits, Vegetables, Herbs, Milled cereal products etc.)		

	Derived products of plant origin (e.g. Teas, Vegetable oils, Juices, by-products for animal feed and miscellaneous products etc.) Manufactured foods (single ingredient) of plant origin; Manufactured foods (multi-ingredient) of plant origin, including products with ingredients of animal origin where the ingredient(s) of plant origin predominate(s), and group 078, breads.		
a.	Products of high unit value (e.g. Saffron etc.)	0.1 kg	Packages or other whole units, or units taken with a sampling device as per number of primary samples required in Table 1
b.	Solid products of low bulk density	0.2 kg	
c.	Other solid products (e.g. Bread, Flour, Apple pomace, Dried fruit)	1.0 kg	
d.	Liquid products (e.g. vegetable oils, juices)	0.5 l or 0.5 kg	

5.2 Packaging and transmission of the laboratory sample

- a) The laboratory sample must be placed in a clean, inert container which provides secure protection from contamination, damage and leakage.
- b) The container should be sealed, securely labelled and the sampling record must be attached.
- c) Each sample should be identified by the following minimum information:
 - i. Name & Address of exporter/farmer (city/state/zip/country).
 - ii. Grower and handler information (both grower and handler identification should be included if the sample is not collected at the farm).
 - iii. Sampling location
 - iv. Sample identification, including commodity information, variety, brand name and lot number (if applicable), or other identification.
 - v. Date of sampling
 - vi. Sampler's name and signature
- d) The sample must be delivered to the laboratory as soon as practicable (Max. within 48 hours). Perishable commodities should be delivered to the laboratory within 24 hours. Spoilage in transit must be avoided, e.g., fresh samples should be kept cool and frozen samples must remain frozen. It is advisable to specify the transport conditions based on the nature of the commodity to avoid confusion. A separate table may be provided indicating commodity-wise transport temperature and time limits to reach the laboratory, as follows:

Commodity Type	Transport Temperature	Time Limit to Reach Laboratory
Fresh commodities	0–4°C	Within 24 hrs
Dry commodities	Ambient (20–25°C)	Within 48 hrs
Frozen commodities	As frozen (-20°C)	Within 24 hrs
Animal origin	As frozen (-20°C)	Within 24 hrs
Liquid commodities	0–4°C	Within 24 hrs

5.3 Related documents

- a) Application of exporter to laboratory for sampling of organic products for determination of pesticide residues/heavy metals/GMO.
- b) Sample slip for organic products.

Appendix 7

List of Agrochemicals for testing of organic food and feed for export to the European Union

Sr. No.	Chemicals
1	I-Naphthylacetamide and I-naphthylacetic acid
2	2,4-D
3	4-Bromo-2-chlorophenol (a metabolite of Profenophos)
4	4-Chloro -3 -methylphenol
5	6-Benzyl adenine
6	Abamectin
7	Acephate
8	Acetamiprid
9	Afidopyropen
10	Alachlor
11	Aldicarb
12	Aldrin and Dieldrin (Aldrin and dieldrin combined expressed as dieldrin)
13	Allethrin and Bioallethrin
14	Ametoctradin
15	Ametryn
16	Amisulbrom
17	Anilofos
18	Atrazine
19	Azadirachtin
20	Azimsulfuron
21	Azoxystrobin
22	Benalaxyl including other mixtures of constituent isomers including Benalaxyl-M (sum of isomers)
23	Bendiocarb
24	Benomyl (see carbendazim)
25	Bensulfuron-methyl
26	Bifenazate (sum of bifenazate plus bifenazate-diazæne expressed as bifenazate)
27	Bifenthrin (sum of isomers)
28	Bispyribac (sum of bispyribac, its salts and its esters, expressed as bispyribac)
29	Biter-tanol (sum of isomers)
30	Boscalid
31	Bupirimate
32	Buprofezin
33	Butachlor
34	Captafol
35	Captan (Sum of captan and tetrahydrophthalimide, expressed as captan)
36	Carbaryl
37	Carbendazim and benomyl (sum of benomyl and carbendazim expressed as carbendazim)
38	Carbofuran (sum of carbofuran (including any carbofuran generated from carbosulfan, benfuracarb or furathiocarb) and 3- hydroxy carbofuran expressed as carbofuran)
39	Carboxin (carboxin plus its metabolites carboxin sulfoxide and oxycarboxin (carboxin sulfone), expressed as carboxin)
40	Carfentrazone-ethyl (sum of carfentrazone-ethyl and carfentrazone, expressed as carfentrazone-ethyl)
41	Carpropamid
42	Cartap hydrochloride
43	Chlorantraniliprole
44	Chlordane (sum of cis- and trans-chlordane)
45	Chlorfenapyr
46	Chlorfenvinphos
47	Chlorfluazuron
48	Chlorimuron-ethyl
49	Chlormequat (CCC)

Sr. No.	Chemicals
50	Chlorothalonil
51	Chlorpropham
52	Chlorpyrifos
53	Chlorpyrifos-methyl
54	Chromafenozide
55	Cinmethylen
56	Clethodim (sum of Sethoxydim and Clethodim including degradation products calculated as Sethoxydim)
57	Clofentezine
58	Clomazone
59	Clothianidin
60	Coumachlor
61	Coumatetralyl
62	Cyantraniliprole
63	Cyazofamid
64	Cyenopyrofen
65	Cyflufenamid (sum of cyflufenamid (Z-isomer) and its E-isomer, expressed as cyflufenamid)
66	Cyflumetofen
67	Cyfluthrin (including other mixtures of constituent isomers sum of isomers)
68	Cyhalofop-butyl
69	Cymoxanil
70	Cypermethrin (cypermethrin including other mixtures of constituent isomers (sum of isomers))
71	Cyproconazole
72	Cyprodinil
73	DDT (all isomers, sum of p,p'-DDT, o,p'-DDT, p,p'-DDE and p,p'-TDE (DDD) expressed as DDT)
74	Deltamethrin (cis-deltamethrin)
75	Diafenthiuron
76	Diazinon
77	Dichlorvos
78	Diclofop (sum diclofop-methyl and diclofop acid expressed as diclofop-methyl)
79	Diclosulam
80	Dicofol (sum of p,p' and o,p' isomers)
81	Dieldrin (see Aldrin)
82	Difenoconazole
83	Diiflubenzuron
84	Dimethoate
85	Dimethomorph (sum of isomers)
86	Dinocap (sum of dinocap isomers and their corresponding phenols expressed as dinocap) (Where only meptyldinocap or its corresponding phenol are detected but none of the other components constituting dinocap (including their corresponding phenols), the MRLs and residue definition of meptyldinocap are to be applied)
87	Dinotefuran
88	Diquat
89	Dithianon
90	Dithiocarbamates (dithiocarbamates expressed as CS ₂ , including maneb, mancozeb, metiram, thiram and ziram)
91	Diuron
92	Dodine
93	Edifenphos
94	Emamectin benzoate B1a, expressed as emamectin
95	Endosulphan (All isomers, sum of alpha- and beta-isomers and endosulphan sulphate expressed as endosulphan)
96	Endrin
97	Epoxiconazole
98	Ethephon
99	Ethion

Sr. No.	Chemicals
100	Ethiprole
101	Ethofenprox (Etofenprox)
102	Ethoxysulfuron
103	Ethylene oxide (sum of ethylene oxide and 2-chloroethanol expressed as ethylene oxide)
104	Etoxazole
105	Etrimfos
106	Famoxadone
107	Fenamidone
108	Fenarimol
109	Fenazaquin
110	Fenhexamid
111	Fenitrothion
112	Fenobucarb
113	Fenoxaprop-p
114	Fenpropathrin
115	Fenpyroximate
116	Fenthion (fenthion and its oxygen analogue, their sulfoxides and sulfone expressed as parent)
117	Fenvalerate (any ratio of constituent isomers (RR, SS, RS & SR) including esfenvalerate)
118	Fipronil (sum of fipronil + sulfone metabolite (MB46136) expressed as fipronil)
119	Flonicamid (sum of flonicamid, TNFG and TNFA expressed as flonicamid)
120	Fluazifop-P (sum of all the constituent isomers of fluazifop, its esters and its conjugates, expressed as fluazifop)
121	Flubendiamide
122	Flucetosulfuron
123	Fluchloralin
124	Fluensulfone
125	Flufenacet (sum of all compounds containing the N-fluorophenyl- N-isopropyl moiety expressed as flufenacet equivalent)
126	Flufenoxuron
127	Flufenzin
128	Flumioxazine
129	Fluopicolide
130	Fluopyram
131	Flupyradifurone
132	Flusilazole
133	Fluthiacet-methyl
134	Fluxapyroxad
135	Fomesafen
136	Forchlorfenuron (CPPU)
137	Fosetyl-Al (sum fosetyl + phosphorous acid and their salts, expressed as fosetyl)
138	Halosulfuron methyl
139	Haloxifop (Sum of haloxifop, its esters, salts and conjugates expressed as haloxifop (sum of R- and S- isomers at any ratio))
140	Heptachlor (sum of heptachlor and heptachlor epoxide expressed as heptachlor)
141	Hexachlorocyclohexane (HCH), alpha-isomer
142	Hexachlorocyclohexane (HCH), beta-isomer
143	Hexaconazole
144	Hexazinone
145	Hexythiazox
146	Imazamox
147	Imazethapyr
148	Imidacloprid
149	Indaziflam
150	Indoxacarb (sum of indoxacarb and its R enantiomer)
151	Iodosulfuron-methyl (sum of iodosulfuron-methyl and its salts, expressed as iodosulfuron-methyl)
152	Iprobenphos

Sr. No.	Chemicals
153	Iprodione
154	Iprovalicarb
155	Isoprothiolane
156	Isoproturon
157	Ivermectin
158	Kresoxim methyl
159	Lambda-cyhalothrin (includes gamma-cyhalothrin) (sum of R,S and S,R isomers)
160	Lindane (Gamma-isomer of hexachlorocyclohexane (HCH))
161	Linuron
162	Lufenuron (any ratio of constituent isomers)
163	Malathion (sum of malathion and malaoxon expressed as malathion)
164	Mandipropamid
165	Matrine & Oxymatrine
166	Mepiquat (sum of mepiquat and its salts, expressed as mepiquat chloride)
167	Meptyldinocap
168	Metaflumizone (sum of E- and Z- isomers)
169	Metalaxyl and Metalaxyl-M (metalaxyl including other mixtures of constituent isomers including metalaxyl-M (sum of isomers))
170	Metamifop
171	Metamitron
172	Methabenzthiazuron
173	Methamidophos
174	Methomyl
175	Methoxyfenazide
176	Metolachlor and S-Metolachlor (metolachlor including other mixtures of constituent isomers including S-metolachlor (sum of isomers))
177	Metrafenone
178	Metribuzin
179	Monocrotophos
180	Myclobutanil
181	Nereistoxin
182	Nitenpyram
183	Novaluron
184	Omethoate
185	Orthosulfamuron
186	Oxadiargyl
187	Oxadiazon
188	Oxathiapiprolin
189	Oxycarboxin
190	Oxydemeton- methyl (sum of oxydemeton methyl and demeton-S- methylsulfone expressed as oxydemeton-methyl)
191	Oxyfluorfen
192	Paclobutrazol
193	Parathion - methyl (sum of Parathion-methyl and paraoxon- methyl expressed as Parathion - methyl)
194	Parathion ethyl
195	Penconazole
196	Pencycuron
197	Pendimethalin
198	Penoxsulam
199	Permethrin (sum of isomers)
200	Phenthoate
201	Phorate (sum of phorate, its oxygen analogue and their sulfones expressed as phorate)
202	Phosalone
203	Phosphamidon
204	Picoxystrobin
205	Pinoxaden

Sr. No.	Chemicals
206	Pirimiphos-methyl
207	Pretilachlor
208	Profenophos
209	Propamocarb
210	Propanil
211	Propargite
212	Propetamphos
213	Propiconazole (sum of isomers)
214	Propoxur
215	Pymetrozine
216	Pyraclostrobin
217	Pyrazosulfuron-ethyl
218	Pyridaben
219	Pyridalyl
220	Pyriproxyfen
221	Pyrithiobac-sodium
222	Pyroxasulfone
223	Quinalphos
224	Quinoxifen
225	Simazine
226	Spinetoram (sum of spinetoram-J and spinetoram-L)
227	Spinosad (sum of Spinosyn A+D)
228	Spirodiclofen
229	Spiromesifen
230	Spirotetramat and spirotetramat-enol (sum of), expressed as spirotetramat
231	Sulfentrazone
232	Sulfosulfuron
233	Sulfoxaflor (sum of isomers)
234	tau-Fluvalinate
235	Tebuconazole

Note: the laboratories having accreditation for more molecules as per ISO 17025 can undertake additional parameters as per requirement.

Appendix 8

Application Form for Reimbursement of Testing Charges (Organic grower group)

PART 1: TO BE FILLED BY THE GROWER GROUP

Section A: General Details of Grower Group

1. Name of the Grower Group:
2. Registration Number under NPOP:
3. Scope Certificate No:
4. Validity end date:
5. Complete Address of the Group:
6. Name of ICS Manager:
7. Contact details:
8. Accredited Certification Body's Name:
9. Date and Year of Sampling:
10. Total Number of Farmers in the Grower Group :
11. Number of Farmers Sampled (2%):

Section B: Payment details

1. Invoice No. & date
2. Date of Payment
3. Amount Paid (in Rs)
4. Mode of Payment (NEFT/RTGS/ UPI/Cheque)

Section C: Bank Details for Reimbursement

1. Account Holder Name:
2. Bank Name:
3. Branch Address:
4. IFSC Code:
5. Account Number:

Section D: Documents to be attached

1. Copy of valid Scope Certificate
2. Sampling receipt
3. Copy of invoice
4. Proof of payment by the grower group (Payment receipt/ Bank Statement)
5. Copy of Bank Passbook (first page with account details)
6. List of sampled Farmers in the Grower Group

Declaration by the Grower Group

I, in capacity of ICS Manager on behalf of Name of the Grower Group, hereby declare that the information provided in the application are true and correct to the best of my knowledge.

The testing charges have been paid by the Grower Group, and we seek reimbursement as per APEDA guidelines.

I declare that the grower group has not received/or shall claim any reimbursement for the amount payable under the financial assistance scheme of APEDA.

I am aware that if at any stage the information / documents furnished in the application form is found to be false, the grower group shall be liable for imposition of penalty as per NPOP.

Signature of Authorized Representative (ICS Manager) of Grower Group

Name:

Designation:

Date:

Seal:

PART 2: TO BE FILLED BY CERTIFICATION BODY (CB)

Section A: General Information

1. Name of the Certification Body:
2. CB Accreditation No. under NPOP:
3. Name & designation of the Authorized Representative of CB:
4. Name & Address of the Grower Group:
5. Registration Number under NPOP:
6. Scope Certificate No:
7. Validity end date:
8. Name of the Laboratory with address
9. Validity of Lab Recognition:
10. Total Number of Farmers in Grower Group:
11. Total Samples Taken for 2% Requirement:

Section B: Sampling Details

1. Date of Sampling:
2. Sample drawn by (CB/ Laboratory):
3. Name & designation of Sampler:
4. Details of Farmers Sampled

Sl. No	Name of the farmer	Father's Name	Farmer Code/ID	Village	Crop/Product	Organic Area (Ha)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

12. Test Parameters Checked:

- ☐ Pesticide Residues
☐ Heavy Metals
☐ GMO
☐ ETO
☐ Others (Specify):

13. Amount Paid to Laboratory (₹):

14. Date of Payment:

15. Mode of Payment: ☐

16. NEFT/RTGS ☐ UPI ☐ Cheque

17. Attach the Following Documents:

- i. Payment Receipt from the Laboratory
- ii. Test Report from the Laboratory
- iii. Sampling Plan with Farmer List and product details
- iv. Copy of invoice raised by the CB to the grower group
- v. Proof of payment by the grower group

- vi. Endorsement letter by CB on letter head confirming receipt of payment from the grower group against testing of 2 % member farmers
- vii. Declaration by CB on letter head that these grower groups are not a part of 5% mandatory testing

18. Remarks (if any):

Declaration by the Certification Body

We hereby confirm that the reimbursement request for testing charges received from ...(*Name of the Grower Group*) fulfils the criteria of sampling and analysis of organic products from grower groups under the NPOP 2% mandatory sampling and testing requirement. All documents enclosed with the application have been verified and are in order. Reimbursement may be considered against the payment made by the grower group as per prescribed guidelines.

Signature of the Authorized Representative of the Certification Body

Name:

Designation:

Date:

Seal: